



## ACCOUNTABILITY UPDATES

### Federal Accountability: Sharing ESSA-IDEA Results

Next week, on **March 10**, the final ESSA and IDEA federal identifications will be released publicly. This will include District Summary Reports, which list relevant ESSA and IDEA identifications for the district and schools within the district, and the school-level ESSA Accountability Reports. Final Progress to Exit Reports (for schools with CSI and ATSI identifications), LEA determination reports, and Racial Equity in Special Education (dispro) Reports will also be released for authorized school and district staff in [SAFE](#).

As a reminder, **district administrators are responsible for ensuring that all school leaders have access to these reports**. The reports, regardless of whether or not a school is identified, are important tools for informing school needs and play an integral part in ongoing continuous improvement work.

For more information, please see our [federal accountability resources](#) and [continuous improvement](#) web pages. You can also contact us with specific questions at [oeamail@dpi.wi.gov](mailto:oeamail@dpi.wi.gov).

In keeping with the local focus of the notifications, our primary goal when it comes to external audiences is to provide you with resources that you may draw upon if you would like assistance in telling your District's continuous school improvement story with media, parents and community members, or your staff. Please let us know if you need any assistance prior to the public release.

### Reminder: WISEdash Public Portal Data Update

**Also on March 10**, the WISEdash Public Portal will include the following updated data collected in last month's data snapshot:

- 2019-20 Certified Enrollment data
- 2018-19 Certified Attendance-Dropouts, Discipline, Graduation data

Other updates will include the following data:

- 2018-19 ACT Graduates (grade 12), AP Exams data
- Postsecondary enrollment for the graduating class of 2019

Additionally, this update will include data that are available for the first time in the WISEdash Public Portal in the following dashboards:

- Enrollment: students experiencing homelessness and students retained at the end of the year
- Attendance-Dropout: student chronic absenteeism rates

Remember that each topic area includes a helpful "About the Data" section, if you want to learn more about the data on a dashboard. This is particularly helpful for some of the new data topics and groupings listed above. If you have any questions about how these data are used in Wisconsin's accountability systems, please contact [oeamail@dpi.wi.gov](mailto:oeamail@dpi.wi.gov).

# WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

## Confidentiality Forms Due ASAP

Each year, all DACs must submit confidentiality forms to the DPI Office of Student Assessment for each assessment. Email completed DAC forms to [osamail@dpi.wi.gov](mailto:osamail@dpi.wi.gov) by **March 9**.

- **Forward Assessment:** All district and school staff members who have access to the test or reports (providing accommodations, setting up tests etc.) must sign confidentiality forms. This also applies to CESA staff who have access to any testing materials or data. Please send only the form for the Official DAC in your district to OSA. All other confidentiality forms should be retained by the school or district. All forms can be found on the [Forward Exam Test Security webpage](#).
- **Dynamic Learning Maps (DLM):** Submit your DLM [DAC Confidentiality Form](#) to OSA.

## OSA Office Hours Webinar

The next OSA Office Hours webinar is scheduled for Thursday, March 12 from 9:30-10:30am. During this time, we will provide OSA updates, address timely issues related to DAC responsibilities, and answer questions about statewide assessments. Please plan on joining us, DACs will receive an email invitation with information on how to join the meeting the week of the webinar. An archive of the most recent webinar will be provided on the [DAC Resources and Trainings webpage](#) for those unable to attend.

~ OSA

## Forward Exam

**New:**

### Final Forward Exam Q&A Webinar (Optional)

The final optional Q&A session for DACs, SACs, DTCs, and STCs of the year will be held on March 11, at 1:00pm. To join the session on March 11 go to <https://datarecognitioncorp.zoom.us/j/929906275>.

### Updated Forward Exam Scribing Guidelines

The Office of Student Assessment, in collaboration with the DPI Literacy and Mathematics Team and the Special Education Team, has updated the Forward Exam Scribing Guidelines for the ELA Session 1 Text-Dependent Analysis. The updated guidelines are posted on the [Forward Exam Accommodations and Supports webpage](#).

### Prior to Testing Checklist

The prior to testing checklist is currently available on the [Forward Exam Resources webpage](#) and will be sent to DACs on March 9. This is not a comprehensive list to get ready for testing, only a quick double check prior to testing to make sure you are on track.

**Reminders:**

### New Spanish Translated Resources

Spanish versions of the Test Administration Script and the Text-Dependent Analysis (TDA) checklist are now available on the [Forward Exam Resources webpage](#). The only part of the ELA Forward Exam that is allowed to be translated are the directions. The TDA checklist was allowed to be translated as it is a form of directions. These resources may be used by students who have stacked translation as a support on the exam.

## Updates to Central Office Services (COS) Online Help and the Technology User Guide

DRC has updated the help content for the COS User Interface. With the exception of the installation process, all information previously found in the Technology User Guide (TUG) is now located within the COS Online Help. The new content and user interface went live on Friday, February 14. The TUG has been updated to remove the information that is now available on the [Forward Exam Technology Requirements webpage](#).

## Dynamic Learning Maps (DLM)

### NEW:

#### Test Tickets

DLM test tickets will appear in Educator Portal once the test window opens on March 23. Please remember that test tickets will only appear for students who have been rostered in each required content area and for whom First Contact Surveys (FCS) have been submitted.

#### Testlet Information Page (TIPS)

Please note that test ticket and TIPS only appear once the test window opens and when the student has been properly enrolled/rostered.

#### Spring Assessment Resources

Materials Collections Lists have been posted on the Educator Resource Pages for [ELA](#), [Math](#) and [Science](#). These are lists of materials by subject and grade, including materials to use with alternate test forms for students with visual impairments. The lists contain materials commonly needed in testlets and materials that may be substituted unless the TIP specifically states that no substitutions are allowed. This gives test administrators more opportunities to prepare for the assessment before the testing window opens.

A [Writing Testlet FAQ](#) has also been updated for spring 2020 and added to the Educator Resource Pages. The DLM writing testlets assess a student's ability to communicate using writing and the precursor skills that lead to writing. The FAQ details how writing testlets are assessed in DLM testlets as well as how to prepare to administer a writing testlet as a test administrator.

#### Collection of Student Writing Samples for Dynamic Learning Maps Alternate Assessments

The DLM® Alternate Assessment Consortium (DLM) is seeking teachers to collect and submit evidence of student writing samples from the English language arts portion of the DLM alternate assessment during the spring 2020 testing window. DLM has added the ability to upload writing samples as part of the survey after the test. The hope is that more teachers will upload the writing samples so DLM can work to validate the test more thoroughly. If you have any questions please feel free to contact [Mike Peacy](#).

### Reminders:

#### Data Validations

Districts should have loaded all of their users, enrollments and rosters into the Educator Portal. Districts should carefully check the student demographics to make sure that grade levels are appropriate for the 2019-20 school year, that disability has been indicated correctly and that student names are spelled correctly, etc. **It is important to ensure accuracy of student data for accountability purposes.**

#### Important - Security Agreement and Training

All test administrators (anyone with a "teacher" role in Educator Portal) must complete the required training prior to administering the DLM assessment and the optional Instruction and Assessment Planner. The test Security Agreements must also be accepted and signed. Please double check on Educator Portal Abstract to make sure that the teacher has accepted the security agreement. Due to the way the agreement is on Educator Portal, it defaults to rejected, so if a teacher just clicks submit it will be on the rejected option.

- Returning test administrators will be required to complete a refresher module and quiz as well as a Science module and quiz (approximately one hour and 25 minutes).
- New test administrators within the DLM system will be expected to complete five required modules and quizzes (approximately three hours). The training modules are now available. We encourage test administrators to complete their training as early as possible and to not wait until the test window to complete the modules.

**Educator Portal** - Please take a moment to go through your list of users in Educator Portal to ensure only educators who need access have access. We are trying to clean up reports and there are a large number of teachers who have not completed their accounts on Educator Portal and therefore show as pending. Once an account is set up, the teacher will receive an email with guidance to complete their set up in the portal. If the teacher does not complete the account set up, they will receive a new email reminding them to do so. You can complete the user set up process by going to user set up and resending the email to any teacher showing as pending.

## ACT High School Assessments

### ACT with writing

#### New:

Yesterday, Tuesday, March 3, was the initial test day for ACT with writing, standard time. Thank you to everyone for all your work administering the ACT!

#### Returning Materials

- FedEx is scheduled to pick up the initial test date standard time ACT materials at your school on March 4.
- Initial test date standard time ACT materials are due back to ACT by March 10.
- Late arriving answer documents will not be scored.
- If you need to reschedule the FedEx pick up, call ACT at 800-553-6244, x2800.

#### Make Up Test Day Ordering

**Q:** When is the standard time makeup test day?

**A:** March 17.

**Q:** Who should test on the makeup date?

**A:** Grade 11 students who were absent on the initial test date should have an order placed for the makeup test date. See p. 6 of the [Test Coordinator Information Manual](#) for eligibility criteria for makeup testing.

**Q:** How do I place an order?

**A:** Instructions for placing an additional order for makeup up materials can be found on p. 13 of the [PearsonAccessNext User Guide for the ACT](#).

**Q:** What do I order?

**A:** Keep the unused answer documents and manuals. Place an order for the WI Makeup Kit for the number of students that are testing on the makeup day. Each standard time kit includes a multiple choice test booklet and a writing booklet. ACT will send the rest of the appropriate materials (envelopes, site header, etc.).

**Q:** When is the deadline for placing an additional order for the makeup days?

**A:** March 6.

**Q:** Can I use extra books from March 3 for makeup testing?

**A:** No. Test booklets are test date-specific. The use of incorrect materials will likely result in an invalidation due to misadministration.

**Q:** We have spring break on March 17. Can we test on March 31?

**A:** Yes.

**Q:** Can I order for March 31 now?

**A:** No. Order for March 31 during the Emergency Test materials ordering window: March 17-20.

**Reminder:**

**What Do I Do For New Grade 11 Students Who Just Enrolled In My School?**

- Follow the Enroll process found on p. 15 of the [PearsonAccessNext User Guide](#).
- You must add new students to PAnext so they have an ACT student number. You'll need to use the ACT student number on the student answer document.
- Since new students will have been added to PAnext after January 17, you will not receive barcodes for them and will need to either use overage materials or place an additional order for more materials.
- When a student doesn't have a barcode, the school must follow the instructions in the test administration manual on how to prepare an answer document without a barcode.

## ACT Aspire Early High School

**New:**

**Training Webinar Recordings Available**

The Wisconsin Aspire Technical Readiness and Test Administration Part 1 and 2 Q&A Webinar recordings are now available on the [DPI ACT Aspire Trainings webpage](#).

**Reminders:**

**Training Opportunities for ACT Aspire Administration**

The spring 2020 Aspire assessments for grades 9 and 10 will use a new test administration portal called PearsonAccessNext (PAnext). In order to familiarize district and school assessment coordinators with PAnext for Aspire, ACT, Inc. is hosting several optional training opportunities, specifically for Wisconsin in the months of February and March. In the chart below you will find the dates of the training, the format of the training, and which topics will be addressed. Please note that for the Interactive Question and Answer and Chat Hours, participants will have the opportunity to attend a hands-on session where they can use their computer, follow along with the presenter, walk through the steps themselves, and then ask questions at the end. While some topics may be a repeat, the interactive sessions take a deeper dive into the topics. Mark your calendar for these trainings and keep an eye open for an email from ACT with the registration links. If you are unable to attend, you can still register for the webinar and you will be sent a recording to view at your convenience.

Date	Time	Format	Topics
March 11	12:00-1:00pm <a href="#">Lunch Hour Chat</a>	Chat Hour (Optional)	There will be no specific topics covered; forum will be open to all system related questions.

<b>March 25</b>	12:00-1:00pm <a href="#">Lunch Hour Chat</a>	Question and Answer and Chat Hour (Optional)	<ul style="list-style-type: none"> <li>● Administering the Test</li> <li>● Post Test Clean Up</li> <li>● Last 30 minutes open forum</li> </ul>
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## ACT Aspire Test Preparation Resources

Links to exemplar items for ACT Aspire can be found at the [DPI ACT Aspire Practice Tests/Sample Items website](#).

## Reading Readiness

### Reminder:

#### Reading Readiness Reimbursement

DPI will soon be sending the reimbursement request form to each District Assessment Coordinator. This electronic form allows districts to identify the amount that they are seeking to be reimbursed for Reading Readiness expenses. The form asks districts to indicate the name of each screener utilized at each grade, the number of students screened and the amount requested for reimbursement. More information can be found at [Reading Readiness Reimbursement](#).

More information can be found at [Reading Readiness Information](#) and [Reading Readiness FAQ](#).

## ACCESS for ELLs

### Reminder:

Data Validation window Closes March 10.

- Double check that there are no split records for grades 1-3 due to a mismatched Writing booklet.
  - Booklets with a District/School label and bubbling that doesn't match the WIDA AMS data exactly may have been treated as separate records when scanned in.

## National Assessment of Educational Progress (NAEP)

### *Selected schools only*

#### Reminders:

Districts and schools were notified in May and June of selection to participate in NAEP Long Term Trend (LTT) assessments for the 2019-20 school year. As a reminder, NAEP LTT is the same assessment that has been conducted since the early 1970s; it was last administered in 2012. It is a paper-based assessment in Reading and Mathematics and yields national-level results. Students in specific age groups are sampled (as opposed to grade-based sampling used for other NAEP testing). Each age group has a different assessment window, so there are different deadlines and timeframes for tasks in each age group.

- Age 17 Schools:
  - **Between now and each school's test date:** School Coordinators will get phone calls from their NAEP field staff representatives and should be working on completing the remaining pre-assessment tasks on MyNAEP:
    - Review and verify the list of students selected for NAEP
    - Complete information about how students with disabilities and English Language Learners will participate in NAEP
    - Notify parents/guardians of sampled students
    - Plan assessment day logistics
    - Encourage participation and motivate students to do their best
  - **March 16 - May 22 test window:** each school has one specific test date.

\*Please contact Angela Dugas ([angela.dugas@dpi.wi.gov](mailto:angela.dugas@dpi.wi.gov)) if you have any questions.

# DAC DIGEST DIGESTIBLES

## Important Dates to Remember

<b>March</b>	9: Test setup window opens	Forward
	10: Pre-Reporting Data Validation Window Closes	ACCESS
	11: Forward DAC/SAC/DTC Q&A webinar	Forward
	13: NAEP age 9 test window closes	NAEP
	16: NAEP age 17 test window	NAEP
	17: ACT Makeup Administration Date	ACT
	23: Forward test window opens	Forward
	23: DLM test window opens	DLM
	31: ACT Emergency Administration Date	ACT
<b>April</b>	6: ACT Aspire test window opens	ACT Aspire
	24: ISRs and Data Downloads Available in WIDA AMS	ACCESS
	24: Post-Reporting Data Validation Opens	ACCESS

## Important Tasks to Remember

<input type="checkbox"/> Bookmark and familiarize yourself with the DPI and ACT resources webpages	ACT and Aspire
<input type="checkbox"/> Data Validation is open - check for split records	ACCESS
<input type="checkbox"/> View DAC training presentation and Test Administration training presentation	Forward
<input type="checkbox"/> Collect signed confidentiality forms from all staff who will participate in any aspect of Forward testing	

## New Online Resource Highlights

*As new resources are posted to our website, we will include them here for your convenience for two 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="#">Data Validation tutorial</a>	(Both require a login to the WIDA Secure Portal) Tutorial for the early March data validation window & WIDA AMS guide.	ACCESS
<a href="#">WIDA AMS User Guide Supplement for Data Validation</a>		