



The DAC Digest

Assessment & Accountability Updates

April 17, 2024

Assessment

Reminder:

Test Participation

Statewide assessments are required by state and federal law. Participation of all enrolled students ensures the validity of test results used for state and federal accountability determinations, public reporting, and continuous improvement. We ask that you make it a priority to regularly monitor testing progress and schedule testing to ensure all students are tested during the test window dates. See the individual testing sections in this DAC Digest for more information about the test window dates. See the [March 12 DAC Digest](#) to learn more about how to work with building leaders for a successful test administration.

Accountability

New:

Final Joint Federal Notifications

Final joint federal notifications (JFN) will be provided to schools and districts in [SAFE, the Secure Access File Exchange](#), on **Tuesday, April 23**. The joint federal notification packet will include:

- Final versions of the ESSA Accountability Reports, Progress to Exit Reports, and District Summary Reports,
- Final IDEA LEA Determinations, and
- IDEA Racial Equity in Special Education Reports, which are available for each district and include identifications and required actions, if any, for districts identified with racial disproportionality in Special Education identification, discipline, and/or placement.

Public versions of the ESSA Accountability and District Summary Reports will also be posted to the [ESSA Accountability Reports app](#) located on our [Federal Accountability webpage](#). As a reminder, Progress to Exit Reports, IDEA LEA Determinations, and Racial Equity in Special Education Reports are not released publicly.

Please [contact OEA](#) with questions about ESSA accountability. For questions about IDEA accountability or available supports for either ESSA or IDEA, schedule a call with DPI staff through the [JFN support link](#).



ACCESS for ELLs

Reminders:

Preliminary Reports and Data

Data downloads will be available in the WIDA AMS/DRC Insight portal on April 26. These will include individual student reports and their translations, summary reports, and the district data file. File specifications are available under General Information > Documents using the Memos/Documents filter in the dropdown. Paper reports will be delivered on May 11.

ACCESS Materials Return

Please double check that all materials have been returned to DRC. In the WIDA AMS under Report Delivery > Test Results, choose the Report option called 'Secure Materials Tracking Reports' to see what DRC has received from your district and what is still outstanding. You can contact the DRC Helpdesk if you find any outstanding materials and need return shipping labels.

ACT

New:

ACT Test Administration Update

We are in the final week of ACT testing for spring 2024. Around 90% of all testing has been completed. **DACs should review test participation at each of their schools and assist schools with make-up testing efforts.** Use the [Dashboard feature in PearsonAccess^{next}](#) for a quick and easy way to view participation at both a school and district level. Any students who have not yet tested, must be scheduled for online make-up testing. The last day for ACT testing is this **Friday, April 19**.

Reminders:

Testing Remaining Students with Online Testing

Schools should switch any students who have not completed testing over to online testing for make-ups. Review the [Switching from Paper to Online Testing](#) document for instructions. Schools will also need to [order an Online Material Return Kit in PearsonAccess^{next}](#).

Online Testing - Post Test Reminders

It is important that at the conclusion of online testing all students who tested are showing their tests in 'completed' status, and that all test sessions have been stopped and locked. Do **not** mark absent students' tests completed. If there are students in test sessions that did not test, you must remove them from the test session before you can stop and lock the session. Instructions for these steps are outlined in the [ACT Online Testing Administration Manual](#). Note: On April 19, purge all testing content from proctor caching computers.



Final ACT Testing Window Dates:

- April 9: Paper standard testing - **concluded**.
- April 9-12, 15-19: Paper accommodated testing.
- April 9-12, 15-19: Online standard and accommodated testing.
- Student MyACT account registrations must be completed within two days post testing.
- Review the [2024 ACT Schedule of Events](#) for all Test Window 3 tasks and deadlines.

Student Scores

Students' scores are received 5-8 weeks post testing. Scores will be sent electronically to their MyACT accounts, and a paper copy will be sent to their home address. Schools will see scores filter into [Success.ACT](#) within one week of students receiving scores in MyACT and receive a hard copy of the students' reports to retain as record. Note: ACT tests are scored in batches and **not all student scores may be received at the same time**. If a student has not received a score after eight weeks, please contact ACT directly at 319-337-1590.

PreACT Secure

New:**PreACT Secure Test Administration Update**

There are about one and a half weeks left in the PreACT Secure testing window for spring 2024. Currently almost 80% of all testing has been completed. DACs should review test participation at each of their schools and assist schools with make-up testing efforts. Use the [Dashboard feature in PearsonAccess^{next}](#) for a quick and easy way to view participation at both a school and district level. **All testing must be completed by April 26.**

Reminder:**Post Testing Reminders**

Once testing is complete:

- Complete all test administration forms for each testing room and collect materials (online and paper testing).
- Enter any test irregularity reports into PearsonAccess^{next} (paper and online testing). [Online Administration Manual](#) (p. 39).
- Prepare and return all **paper accommodated secure materials** to ACT (p. 31 of [Test Coordinator Manual](#)).

Note: Do not return any online testing materials to ACT. Retain onsite for one year then securely destroy.



DLM

New:

DLM Test Window Closes on April 26

Within the first four weeks of testing, 70% of required testlets have been completed. **Please allow students plenty of time to complete the assessment.** All testing must be completed by April 26.

Collection of Student Writing Samples for Dynamic Learning Maps Alternate Assessments

Please submit student writing samples from the Writing Testlet to DLM. Writing samples can be submitted through [Educator Portal](#). Samples will be used to support evidence of the quality of the assessment system and inform future assessment development.

Reminders:

DLM Test Administration Monitoring

District Assessment Coordinators need to monitor the completion of the DLM testlets using the *DLM Test Administration Monitoring report*. Directions on how to use the Report function can be found in the [Educator Portal User Guide](#).

Test Administration Observations

DLM and DPI are looking for volunteers to participate in anonymous observations of students taking the DLM. Instruction and information about conducting observations can be found at [Kite Collector](#) or by contacting [Mike Peacy](#) or [Iris Jacobson](#) by email or by calling (608) 267-1288.

Rater Forms

Students who have been rostered to Social Studies need to have a completed rater form. The rater forms can be found on the [DLM Resources webpage](#).

Forward Exam

New:

Forward Exam Administration Update

The Forward Exam test window opened on March 18. Districts have been doing a great job testing. In the first four weeks of testing, over 98% of districts started testing and over 70% of all testing was completed. All testing must be completed by April 26.

Educator Involvement Opportunity - Standard Setting Application Deadline Approaching

There is still time to apply! DPI is currently in the process of recruiting a diverse group of educators from all over Wisconsin (including English learner and special education teachers) to participate in Forward Exam Educator Involvement Opportunities. These events are all important steps in the development and scoring of the Forward Exam. This is a great opportunity to be a part of the Forward Exam development



and scoring, have detailed input on the exam, and take knowledge back to your district about the processes.

- **Standard Setting - Deadline to apply is April 19.**
- New Item Review - Deadline to apply is May 10.

More information about each opportunity, including how to apply, is available on the [Forward Exam Educators Involvement webpage](#). Please share this information with your educators.

Student Began Testing With/Without Accessibility Feature

If a student starts a content area of the Forward Exam without an accessibility feature they were supposed to be assigned, or with a feature assigned by mistake, please refer to the Decision Tree in Appendix E of the [Test Administration Manual](#). An embedded accessibility feature (e.g., Stacked Translation) cannot be added or removed after the student enters the test and DPI will need to be contacted for options.

Maximizing COS-SD Performance

In order to avoid testing interruptions, Districts may need to increase the capacity of their Central Processing Unit (CPU) or the number of Central Office Services (COS) devices to handle the increased downloads of the Text-to-Speech (TTS) universal support. Please refer to the [Technical Bulletin- Maximizing COS-SD Performance](#) and contact the [DRC Help Desk](#) with questions.

Forward Exam 10th Grade Social Studies

This is an important reminder to ensure your 10th grade students are able to participate in the Forward Social Studies Exam. Allow time in your 10th grade testing schedules for the Forward Exam. All testing must be completed by April 26.

2023-24 End of Testing Survey

DRC and DPI are seeking feedback from districts and schools about the 2024 Forward Exam Test Administration. For more information refer to the [April 3 DAC Digest](#).

Cross-Website Tracking on iPads

For all iPad devices, the Cross-Website Tracking setting must be manually enabled on each iPad Testing Device. If cross-website tracking is not enabled on iPads, students will receive an "Error Retrieving Content" error message when launching the test. Cross-Website Tracking cannot be enabled with MDM software. To enable Cross-Website Tracking, perform the following steps on each iPad:

- Navigate to Settings.
- Tap DRC INSIGHT.
- Toggle Allow Cross-Website Tracking to on.

Google Admin Console Setting

Districts using Chromebooks for testing should ensure that "Allow app to manage power" is toggled off or disabled in the Google Admin Console settings. If this is not toggled off, the DRC INSIGHT Secure Application screen could go blank on Chromebooks after a period of time, such as when students are reading long passages.

VSL Content

If any students in your district require the Video Sign Language (VSL) accommodation, you must use a Central Office Service Device (COS-SD). The District Technology Coordinator must place a checkmark in the VSL column in the Central Office Services configuration under the Content Management tab and then click the "Update Configuration" button to save the change. For more information refer to the [April 3 DAC Digest](#).

Transfer Students

When a student is transferred into your district during the testing window, the DAC/SAC must add the student to appropriate test sessions, ensure accessibility features are accurate, then print test tickets.

NAEP and International Assessments

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

Reminder:

See the [NAEP webpage](#) for information and resources. Contact [Angela Dugas](#) with any questions. If there are issues with the [NAEP AMS](#), please contact the NAEP Help Desk at NAEPHelp@westat.com or (800) 283-6237.

Reading Readiness

New:

Reading Readiness Reimbursement 2023-2024: Deadline Extended to April 19

The deadline for districts to submit their reading readiness reimbursement requests has been extended to April 19. An updated request was sent to District Assessment Coordinators on April 11 asking them to indicate the name of each screener utilized at each grade, the number of students screened, and the amount requested for reimbursement on the reimbursement form. More information can be found on the [Reading Readiness Reimbursement webpage](#).



Assessment

Reminder:

Non-tested Codes in the Portal

Please ensure that all non-tested students have the appropriate not-tested code entered in the vendor portal for that assessment. For example, students excused by parent opt-out should be appropriately coded in the vendor portal. Instructions for entering non-tested codes are available on each assessment's webpage and will be shared in a future DAC Digest. Schools/districts should maintain records of parent opt-out requests.

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
District and School Assessment Coordinators After Testing Survey	2024 After Testing Survey for DACs and SACs	Forward
District and School Technology Coordinators After Testing Survey	2024 After Testing Survey for DTCs and STCs	Forward
Test Administrators/Proctors After Testing Survey	2024 After Testing Survey for Test Administrators/ Proctors	Forward

Important Dates to Remember

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

Date	Event	Program
April 19	Deadline to apply for Standard Setting	Forward
April 26	Forward, DLM, and PreACT Secure test windows close	Forward, DLM, PreACT Secure
April 26	Final day to enter Not Tested Codes	ACT

Date	Event	Program
May 3	Final day to enter Not Tested Codes	PreACT Secure
May 7	Post-Reporting Data Validation Opens	ACCESS
May 10	Deadline to apply for New Item Review	Forward
May 10	Paper Reports Delivered	ACCESS
May 21	Post-Reporting Data Validation Closes	ACCESS



This publication is available from:
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 Office of Educational Accountability
 (608) 267-1072

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

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