



# The DAC Digest

Assessment & Accountability Updates

April 3, 2025

## Accountability

### New:

#### Opportunity for Educator Involvement

The Office of Educational Accountability (OEA) is seeking a diverse group of education leaders to serve on the 2025 Wisconsin Accountability Standard Setting Panel. This group will be required to participate in two sessions: a virtual workshop in June and an in-person standard setting session in August in Madison. The panel will provide input on performance expectations for the state's school and district report card accountability system. This work has been previewed in past report card resources, including the [What's New for the 2023-24 School and District Report Cards?](#) and the [2023-24 Communicating with Your Community](#) docs.

For more information and to apply, please visit the [Opportunity for Educator Involvement webpage](#). The deadline to apply is **April 30, 2025**. If you have any questions about the application process or the responsibilities of panelists, please contact our team at [reportcardhelp@dpi.wi.gov](mailto:reportcardhelp@dpi.wi.gov).

## ACCESS for ELLs

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

## ACT

### New:

#### ACT Test Administration Update

ACT Test Window 2 started on March 25 and will conclude April 4. Approximately 80% of all testing has been completed. Districts should continue to work with their schools to test all of their 11th grade students during the final testing window. See the [2025 ACT Schedule of Events](#) for all remaining testing dates and tasks.

#### Final Test Window

Any students who did not take the ACT in Test Window 1 or 2, will **need to test during the final ACT test window** (Test Window 3). Tuesday, April 8 will be the final ACT paper standard time testing date for the spring 2025 ACT administration. Schools may use online testing in place of paper testing for make-ups.



Test online make-ups with any remaining online testing dates available throughout the testing windows. Please review the [Switching from Paper to Online Testing](#) document for instructions.

### Office Hours

The final ACT Office Hours will be held on Tuesday, April 8. This Office Hour will cover online reporting and the Trusted Agent Role. Visit the [ACT Trainings webpage](#) to register for this event. All Office Hours and trainings are recorded.

## Reminders:

### Final ACT Test Window

Tuesday, **April 8 will be the final ACT paper standard time testing date.** Please see the [2025 ACT Schedule of Events](#) for Test Window 3 accommodated and online testing dates.

- Schools may use online testing in place of paper testing for make-ups.
- Instructions on how to switch students from paper testing to online testing are outlined in the [Switching from Paper to Online Testing](#) document.
- Schools can create new test sessions for Test Window 3 starting April 2.

### Test Window 2

ACT Test Window 2 opened on March 25. Paper standard testing has concluded, and paper accommodated and online testing will conclude April 4. Upon completion, pack and return all paper test materials according to the instructions in the [Test Coordinator Information Manual](#) and [Test Administration Manuals](#). Return all test materials by the dates outlined in the [2025 ACT Schedule of Events](#).

### Accommodation Support Rosters

Before testing day, DACs and Test Coordinators should [run an Accommodation Supports Roster Report](#) in PearsonAccess<sup>next</sup> (PAnext). Verify all accommodated testing students are on the roster and the correct accommodations are listed for each student. If a student is missing or incorrect accommodations are applied, reach out to ACT immediately: (319) 337-1590. ACT Test Window 1 is now complete. Approximately 70% of students statewide have completed testing. Thank you to all of the district and school staff who have completed testing so far.

## PreACT Secure

### New:

#### PreACT Secure Administration Update

PreACT Secure testing is off to a great start. Thank you to all of the districts and staff who have completed testing so far. Please test early in the window to allow adequate time for make-up sessions. All testing must be completed by April 25. See the [2025 PreACT Secure Schedule of Events](#) for all testing dates and tasks.

### Paper Accommodated Material Deadline

The last day to order paper accommodated test materials for PreACT Secure is this **Friday, April 4th**. Student accommodations must be entered into [PearsonAccess<sup>next</sup>](#) (PAnext) prior to placing an order. Instructions for ordering can be found in the [PAnext User Guide](#).

### Office Hours

The final PreACT Secure Office Hour will be held on Tuesday, April 8. This Office Hour will cover online reporting and the Trusted Agent Role. Visit the [PreACT Secure Trainings webpage](#) to register for this event. All Office Hours and trainings are recorded.

### Reminders:

#### Accommodation Support Rosters

Before testing day, DACs and Test Coordinators should run an [Accommodation Supports Roster](#) in PearsonAccess<sup>next</sup> (PAnext). Verify all accommodated testing students are on the roster and the correct accommodations are listed for each student. If a student is missing or incorrect accommodations are applied, remove the student from the test session, add accommodations and place the student back into the test session.

#### Post Testing

Once testing is complete:

- Complete all test administration forms for each testing room and collect materials.
- Enter any test irregularity reports into PearsonAccess<sup>next</sup> (paper and online). [Online Administration Manual](#) (p. 39).
- Upload seating diagrams into PAnext - (online testing).
- 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 testing staff lists and agreements onsite for one year and destroy secure testing materials within 72 hours. See [Test Coordinator Information Manual](#) (p. 32) for complete instructions.

## DLM

### New:

#### DLM Assessment Administration Update

The DLM Assessment window opened on March 17. Districts and students are off to a great start completing the DLM. In the first two weeks of testing, almost 30% of the required testlets have been completed. Please test early in the window to allow adequate time for make-up sessions. All testing must be completed by April 25.



## Reminders:

### Test Administration Observations

DLM and DPI are looking for volunteers to participate in observations of students taking the DLM. DLM test administration observations are conducted across consortium states on an annual basis. Observations can be completed by districts, Mike Peacy or Iris Jacobson using [Kite Collector](#). Educators willing to host test administration observations may contact [Mike Peacy](#) or [Iris Jacobson](#) by email or call (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](#).

### Testlet Information Page (TIPs)

Testlet Information Pages (TIPs) provide Test Administrators with information specific to each testlet. Please encourage Test Administrators to review the TIP before beginning the student's assessment.

## Forward Exam

### New:

#### Forward Exam Administration Update

The Forward Exam test window opened on March 17. Districts have been doing a great job testing early in the window. In the first two weeks of testing, 78% of districts started testing and 20% of all testing has been completed. Please test early in the window to allow adequate time for make-up sessions. All testing must be completed by April 25.

#### New Resource - Student Status Dashboard Guide

This is a reminder that there is a new Student Status Dashboard in the DRC INSIGHT Portal which can be found under Scoring and Reporting > Reporting Services > Operational Dashboard. Instructions for using the new Student Status Dashboard in the DRC INSIGHT Portal are now available as a handout on the [Forward Exam Resources webpage](#).

#### 2024-25 End of Testing Survey

DRC and DPI are seeking feedback from districts and schools about the 2025 Forward Exam Test Administration. The 2024-25 End of Testing Surveys includes questions about testing experiences, technology, resources, the DRC Help Desk, and more. We estimate the survey will take approximately five minutes and is intended to be completed by anyone who was involved in the testing. There are three surveys based on one's role.

- [District and School Assessment Coordinators After Testing Survey](#)
- [District and School Technology Coordinators After Testing Survey](#)

- [Test Administrators/Proctors After Testing Survey](#)

Please share the appropriate links with SACs, Technology Staff, and Test Administrators. Thank you in advance for providing constructive feedback that will allow us to serve you better.

**Reminders:**

**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 25.

**Disable Background Applications on Testing Devices**

Before testing, districts must ensure that background processes and features are disabled on student testing devices. Examples include instructional software (e.g., Grammarly), AI features (e.g., Microsoft Copilot), and screen readers (e.g., Chromevox, VoiceOver). These examples are not a comprehensive list. See page 22 of the Forward Exam Technology User Guide Volume 1, available on the [Forward Exam Technology Resources webpage](#), for more information.

**Educator Involvement Opportunities**

DPI is still recruiting Wisconsin educators (including English learner and special education teachers) to participate in the Forward Exam New Item Review (deadline to apply is May 2). Item review is an important step in the development of the Forward Exam. This is a great opportunity to be a part of the Forward Exam development, have detailed input on the test questions, and take knowledge back to your district about the process. More information, including how to apply, is available on the [Forward Exam Educators Involvement webpage](#). Please share this information with your educators.

**NAEP and International Assessments**

*(for schools selected to participate in 2024-25 assessments only)*

**Reminder:**

NAEP Assessment	Test Window	Task Summary
Program for International Student Assessment (PISA) (age 15)	NEW Test Window: March 31 - May 23	<ul style="list-style-type: none"> <li>• PISA field staff are in contact with schools participating in PISA, and the test window is now open.</li> <li>• Please direct questions to <a href="mailto:PISAHELP@westat.com">PISAHELP@westat.com</a>.</li> </ul>

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](mailto:NAEPHelp@westat.com) or (800) 283-6237.

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## Reading Readiness – Early Literacy Assessment

### New:

#### Early Literacy Diagnostic Assessment Reimbursement: Application Available April 23

On April 23, districts and independent charter schools will receive access to EarlyRead, an application within WISEsecure. EarlyRead includes Early Literacy Diagnostic Assessment Reimbursement (ELDAR), a digital form to request reimbursement for early literacy diagnostic assessment for 2024-25, as required by Act 20. ELDAR is available through May 23 (reimbursement form submission deadline). More information, including what qualifies for reimbursement is available on the [Early Literacy Assessment webpage](#). The diagnostic assessment funds are available and will be distributed shortly after the application window closes.

District Security Administrators (DSA) and District Assessment Coordinators (DAC) will automatically have access to EarlyRead and ELDAR. Others who need access (such as a Business Manager) can request access through [WISEsecure](#); the request must be approved by the DSA.

Growing Readers will also be used for the annual Act 20 data reporting requirement. The reporting portion of the application will be available May 5.

### Reminders:

#### April Customer Forum

[Registration is open for the April 9 Customer Forum](#) where you can engage with other users and the aimswebPlus team for learning, feedback opportunities, and updates. Recordings and certificates of attendance are posted in Help within aimswebPlus after each session.

#### 4K Spring Administration Checklist

A new Wisconsin 4K Spring aimswebPlus Benchmark Administration Checklist has been posted on the aimswebPlus Help Site. This guide is specific to 4K testing and shares information such as where to find testing materials and administration guides, how to utilize the Digital Record Forms, and post-administration reports.

#### Spring Administration Resources

- [Wisconsin aimswebPlus website](#)
- Pearson Customer Support
  - [Online Help Request](#)
  - Pearson Customer Call Support (Mon–Fri, 6am to 6pm CT) at (866) 313-6194. Select option 1 for general support, or option 2 for technical support.
  - [Customer Support Email](#)

## 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
<a href="#">DRC INSIGHT Portal New Operational Dashboard Instructional Handout</a>	Information on how to use the new student status dashboard.	Forward
<a href="#">Chromebook Tech Bulletin</a>	Chromebook Rendering Issues and Troubleshooting Steps Tech Bulletin.	Forward
<a href="#">Educator Involvement Application</a>	Educators may apply for New Item Review.	Forward
<a href="#">Writing Rich Classrooms: Unit Plans</a>	Low-stakes, high-impact writing units across grade levels and writing genres.	

## Important Dates to Remember

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

Date	Event	Program
April 8	Start of ACT Test Window 3/final paper testing day	ACT
April 8	Combined ACT/PreACT Secure Office Hours - Online Reporting	ACT/PreACT Secure
April 25	Forward, DLM, and PreACT Secure test windows closes	WSAS
April 25	District window to opt-out of receiving paper Individual Student Reports (ISRs) closes	Forward
April 28	Electronic reports and data downloads available	ACCESS
April 30	Deadline to apply for the 2025 Wisconsin Accountability Standard Setting Panel (educator involvement opportunity)	Accountability

Date	Event	Program
May 2	Deadline to apply for Forward Exam New Item Review (educator involvement opportunity)	Forward
May 8	Paper reports delivered to districts; Post-Reporting Data Validation Window opens	ACCESS
May 13	May Demographics Snapshot - assessment demographics on accountability reports (including the School and District Accountability Reports) are collected from WISE	WSAS and Accountability
May 22	Post-Reporting Data Validation Window closes	ACCESS
May 23	Early Literacy Diagnostic Assessment Reimbursement (ELDAR), digital reimbursement request form due	Early Literacy
May 23	PISA Test Window closes ( <i>for selected schools only</i> ); note new test window	PISA
May 27	ISRs and Summary Data available in the DRC INSIGHT Portal	Forward



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 (608) 267-1072

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

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