

OEA Office Hours



February 2021



Director Updates - Waiver Requests

- Thank you for your extraordinary work!
- Both federal and state testing requirements remain.
- DPI submitted two assessment related waiver requests to the U.S. Department of Education.
 - Thank you for submitting your comments during the public comment period.
- These waivers only apply to federal requirements.
- DPI is awaiting a response on these requests from the U.S. Department of Education.



Director Updates - Testing Flexibilities

- Assessment windows have been extended.
- Weeknight and Saturday administration options are available for Forward, DLM and ACCESS.
- Online ACT with writing option - districts may select paper, online, or both.
- Reduced testing time - Forward Exam testing time is reduced by 70-80 minutes.



Director Updates - Waiver Requests

USED will not grant blanket assessment waivers as in spring 2019-20. DPI has requested federal waivers to provide flexibility in 2020-21 for situations where testing every student will not be possible:

- ACCESS for ELLs
 - Annual ELP assessment of every ELL, and
 - Use of the Progress in Achieving English Language Proficiency Indicator in Wisconsin's ESSA accountability system for the 2020-21 school year.
- Academic Assessments
 - Have an accountability indicator that measures the achievement of at least 95 percent of all students, and
 - Use test participation as a factor in calculating the achievement indicator in the State's school and district accountability system.



Director Updates - New Resources

- [COVID-19 Assessment FAQs](#)
- [Template FAQ for District and School Staff](#)
- [Strategies and Considerations for In-Person Assessment in 2020-21](#)
- [Template "Notification of Upcoming Assessment" Letter for Families](#)



WIDA Screener for Kindergarten

- The Screener is scheduled to be released March 30.
- Very positive field tests; safari themed, gets kids moving.
- The screener can be used any time after it's released.
- K W-APT will be phased out by the end of 2021-22 school year.
- This will be the Official K Screener for 2022-23 enrollment.





ACCESS for ELLs - eLearning

- There are eight free eLearning courses in the WIDA Secure Portal, including courses for ESL teachers, administrators, and classroom teachers.
- To access these courses, staff need a WIDA Secure Portal account with the eLearning permissions.
- You may make accounts for any staff who need them.
- WIDA also has three mini-courses available for supporting ELs during distance learning, <https://wida.wisc.edu/teach/distance-teaching-learning>.





ACCESS for ELLs: Assessment Window Calendar

- **February 22** **Test Window Opened**
(Any extension of the test window will impact the dates below.)
- **April 30** **Test Window Closes**
- **May 10** **Deadline for returning materials to DRC**
- **May 19** **Pre-Reporting Data Validation Window Opens**
- **May 27** **Pre-Reporting Data Validation Window Closes**
- **Mid-June** **Data and reports available**





DLM Test Window: March 22 - May 14

- DLM Test Window is for ELA, Mathematics, Science, and Social Studies.
- Please create testing rosters for ELA and Math in grades 3-11, Science in grades 4 and 8-11 (only), and Social Studies in grades 4, 8 and 10 (only).
- The DLM test window has been extended through May 14.
- Extended test hours are available on evenings and weekends.*

**Note: No helpdesk or DPI support is available during this time.*





DLM: Educator Portal

- Districts should be loading and validating data in KITE Educator Portal.
- Test Administrators should complete the required test administration training and accept the security agreement in Educator Portal.
- Test administrators will not have access to test tickets until both of these steps are completed.





DLM: Test Tickets

Test tickets will *only* appear on March 22 if:

- students are correctly entered into the portal;
- students are rostered in a DLM subject for ELA, Math, Science, and Social Studies; *and*
- students have a completed PNP/FCS submitted.





DLM: Moving During Testing Window

What if a student moves during the test window?

- Previous district “exits” student from portal, new district must use Enrollment Template to enroll student, **OR**
- State or DLM Helpdesk will need to transfer the student for the district.





DLM: Additional Items

- Materials Collection Lists include [ELA, Math](#) and [Science](#).
- Writing Samples Collection can be loaded securely into Educator Portal. Upload the writing sample upon completion.
- Optional field tests will be available.
- Optional teacher surveys will be available.





Forward Trainings

- **DAC/SAC Training** (41 min.) - Full training for new DACs/SACs and any DACs/SACs who would like a detailed refresher. This training includes: set-up, preparation, administration, reporting, and updates/changes.
- **DAC/SAC Updates Training** (19 min.) - This training is for DACs/SACs who have been through the full training and feel comfortable receiving updates/changes for the Forward Exam administration.
- **Test Administrator Training** (28 min.) - Required training for all TAs and covers all information needed to prepare for and administer the Forward Exam. DACs should ensure that all TAs view this training.





Forward: 2020-21 Changes

- Forward testing windows have been extended by two weeks. The updated Forward testing window is March 22 - May 14, 2021.
- In order to shorten student testing times and still produce valid student scores:
 - Field test items were removed from the English language arts (ELA), mathematics, and science subject areas.
 - The Text Dependent Analysis (TDA) item (the long-write session of the ELA exam) was removed for 2021.
- DPI is offering optional extended testing hours for the 2020-21 Forward Exam.





Forward Exam: Extended Testing Hours

- Districts may now opt to test students in-person on Tuesday, Wednesday, and Thursday evenings until 8:00 pm, and Saturdays from 8:00 am to 4:00 pm.
**No help desk or technical support will be available from DRC or DPI for testing during extended hours.*
- DACs must complete the [Forward Exam - Extended Testing Hours Request Form](https://dpi.wi.gov/assessment/forms#extended%20hours) available at <https://dpi.wi.gov/assessment/forms#extended%20hours> one week prior to the planned extended hour testing day.
- Upon approval from DPI, DRC will open the testing application for the extended hours requested by the district.





Forward: Alternate Site Testing

- Use the Site Technology Readiness Checklist to confirm all technology requirements.
- Conduct a System Readiness Check for student devices prior to testing.
- The DRC Help Desk is available 7:00 am - 5:00 pm Monday-Friday.
- DRC Instructional Video (15 min.): Setting up Technology for In-Person Testing at Alternate Sites (e.g. community center, library).
- DRC Instructional Handout: Information on Testing from an Alternate Site.

[Forward Exam Technology Requirements and Resources](#)





Forward: Test Set-up

The DRC INSIGHT Portal opens for test set-up on March 8.

- Assign accessibility features
- Print test tickets (after assigning accessibility features)
- Edit test sessions
- Transfer students
- Enter not-tested codes

**For step-by-step instructions, visit the [DRC INSIGHT Portal Guide](#) and [Administrator Tutorials](#).*



Forward: Resources

DAC/SAC Resources:

- Training videos
- Test Administration Manual (Spanish translated script)
- Accessibility Guide
- DRC INSIGHT Portal Guide
- Family Brochures (English, Spanish, Hmong)
- Template family notification letters

Student Preparation Materials:

- Online Tools Training
- Online Item Samplers

Students can access the OTT and Items Samplers to practice online at home, using a Chrome browser.

<https://wbte.drccedirect.com/WI/portals/wi>





Forward: March Q&A Session

- Optional Q&A webinar session (March 10, at 1:00 pm): Assessment and Technology Coordinators can ask DPI /DRC questions about test set-up, administration, or technology.
- Share the webinar with your DTCs, SACs, and STCs. The webinar will be recorded and posted on the Forward Exam Trainings webpage.
- A link to join the session will be in the DAC Digest closer to the event.





ACT - Paper Testing Timeline

Paper Testing March 9:

- Materials were shipped to schools February 8-19.
- Today, February 26, is the last day to order testing materials for the March 9 test date.
 - If you need more standard materials, place an additional order in PAnext.
 - If you need more ACT Accommodated materials, call ACT at 800-553-6244 x1788.





ACT - Online Testing Timeline

Online Testing March 9-11 and March 16-18:

- Online testing site readiness should be completed.
- Create and assign students to test sessions for Online Test Window 1 if not completed.
- Prepare test sessions (March 6-18).
- Precache test content if utilizing Proctor cache (March 6-18).





ACT - Testing Reminders

- Keep testing materials secure at all times.
- Students complete the non-test information in MyACT no later than two days after testing.
- Hold training sessions for testing staff prior to testing.
- Hold briefing session with testing staff on test days.
- Review Inclement Weather/Late Start Policy.
- Review [ACT's State and District Social Distancing Guidelines](#).
- Review Schedule of Events often for all tasks and deadlines.





ACT - Test Materials Reminders

- Test books are specific to each test date. Do not hold on to test books from the March 9 date to use on March 23 or April 13.
- ALL 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.
- Answer documents and non-secure test materials should be kept and used for any spring 2021 make-up test dates.
- 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.





ACT - New Student Enrollment

- Follow the enrollment process in the [PearsonAccessNext User Guide](#).
 - Add new students to PAnext to create their ACT student number needed for the answer document.
- You will not receive barcodes for the student and will need to either use overage test materials or place an additional order for more materials.
 - Follow instructions in the Test Administration Manual on how to prepare an answer document without a barcode.
- The new student must complete the non-test information in MyACT no later than two days after testing.





ACT - New Student Accommodations

- 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.
- If the student's former school did not submit the accommodations request in TAA, you can do so. You must complete and submit the [Late Consideration Form](#) along with your request in TAA.
- Late Considerations deadline: **March 5**





ACT - Paper Testing Make-ups

- Standard Administration: March 23 or April 13 (emergency).
- Paper Accommodations: March 23-26, 29-31 or April 13-16, 19-23 (emergency).
- Reference the Schedule of Events for deadlines on when to reorder testing materials for each testing date.





ACT - Online Testing Make-ups

- Can be used for all make-up testing, regardless of initial mode of testing.
- Any online testing date within Testing Window 1-3 can be used for make-up testing, including subsequent online testing dates in Testing Window 1.
- Refer to the [Switching from Paper to Online Testing](#) document to change testing delivery format.
- Note: Some accommodations will still require paper testing, take note of these students and order paper accommodation make-up materials if needed.





ACT - Students Not Testing

If students take the DLM or do not take the ACT for any other reason, please indicate the reason under State Use Question #1 on the student details screen in PearsonAccessNext.

- The timeline for entering these codes is March 9-April 30.
- Instructions are in the [WI Administration Supplement](#).



ACT - Resources

Test Window 1 Dates:

| | |
|-------------------|--|
| March 9 | Test Window 1 - Paper Testing Date |
| March 9-12, 15-19 | Test Window 1 - Paper Accommodations Testing |
| March 9-11, 16-18 | Test Window 1 - Online Testing |

Where to Find Resources:

[Wisconsin ACT Website](#)

[DPI ACT Webpage](#)

[Schedule of Events](#)

[ACT Office Hours](#) (Thursdays, 9:00 am)





Aspire - Testing Timeline

Extended Aspire testing window: April 5 - May 19

- Student rosters have been uploaded in PAnext.
- Ensure appropriate testing staff have access to PAnext portal and Aspire training website (refer to the [Wisconsin Aspire User Role Matrix](#) when inviting users).
- Begin entering accommodations and EL supports for students.
- Begin online testing site readiness.
- Transfer or enroll new students.
- Set up testing sessions.
- Review Schedule of Events often for all testing tasks and deadlines.





Aspire - Transfer Students

Student Transfer (from Wisconsin public school)

- You will need the WISEID, first name, last name, date of birth and the name of the school the student is transferring from.
- Follow instructions in the Student Transfer section in the Aspire Test Coordinator Manual.
- The test coordinator at the previous school will receive a request to transfer that student and will approve the request.
- Follow instructions in Test Coordinator Manual to set up test sessions for the student.





Aspire - Enrolling Student

Student Enrollment (Out of State or private school):

- Student Registration Import File (SRI)
- Create a Student Record Manually

Instructions can be found in the Aspire Test Coordinator Manual under Populate Student Data section.

Enrollment Reminders:

- The enrolling school will submit a student enrollment transfer request. Do not submit a request for a student transferring out of your school.
- Do not delete or unenroll students manually. Students who are transferred will be removed from your roster. Students not tested, will need to be marked as not-tested.





Aspire - Accommodations

Enter Accommodation and EL Supports in Aspire PANext through students' Personal Needs Profile (PNP).

- Enter at individual student level.
- Multiple Students - Student PNP and Test Information File.
- Follow instructions outlined in Aspire Test Coordinator Manual for each import method.

Important: Enter all PNPs for paper testing by **March 5** to ensure barcodes are received and testing materials are shipped in a timely manner.





Aspire - Tech Readiness

Preparing for Online Testing:

- Set up Technical Coordinator in PAnext and training site
- Start Early
- Read Technical Guide
- Review TestNav System Requirements
- Run Mock Administration Prior to Testing

Resources are located at [Wisconsin ACT Aspire](#) under Configuration.





Aspire - Training and Resources

- **Aspire Training Webinars and Chat with Experts:**
 - Registration and Recordings on [DPI ACT Trainings Webpage](#)
- **Manuals, tutorials, additional resources and Schedule of Events:**
 - Found on the [Wisconsin Aspire Webpage](#)
- **Student Practice Test Items:**
 - [ACT Website](#)





Reading Readiness Reimbursements 2020-21

- District Assessment Coordinators will be receiving the reimbursement request form in the next two weeks.
- Coordinators should provide information on:
 - Number of students screened
 - Screener that was used
 - Amount district is seeking for reimbursement
- Reimbursement request form should be submitted to DPI by March 26.
- Reimbursement for the 2020-21 school year will occur in May/June of 2021.



Reading Readiness: Additional Information

More information can be found at:

- General information: <http://dpi.wi.gov/assessment/reading-readiness>.
- FAQ: <http://dpi.wi.gov/assessment/reading-readiness/FAQ>.

Department Contact:

- Duane Dorn: duane.dorn@dpi.wi.gov; (608) 267-1069.



NAEP 2021

*No NAEP testing for students in 2021; instead, two Special Studies are being conducted.

| NAEP 2021 School and Teacher Questionnaires | NAEP 2021 Monthly School Survey |
|--|---|
| February 15 - March 26 <i>DELAYED</i> | Feb 22-26, March 22-26, April 19-23, May 24-28, June 21-25 |
| Principals: approx 40 minutes Teachers: approx 30 minutes | Approx 30 minutes each month |
| Content-specific teaching and learning questions, plus additional questions about impact of COVID. | Mode of instruction, enrollment, and attendance rates broken out by student demographics. |



NAEP 2021

Questions:

- Please contact Angela Dugas at angela.dugas@dpi.wi.gov

More info:

- [NAEP Resources | Wisconsin Department of Public Instruction](#)
- [NCES NAEP 2021](#)



Thanks!

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