

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

New:

COVID-19 FAQ Now Available

OEA has compiled the most commonly asked questions relating to testing for 2020-21. This FAQ is now available on the [COVID-19 Assessment webpage](#) and will be updated regularly.

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 assessments. The form may be completed and signed electronically using Acrobat Reader. Please be sure to:

- read the terms for each assessment,
- select one of the two options for question number nine of the ACT agreement prior to signing,
- submit the entire six-page document 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.

ACT with writing

Reminders:

Testing Materials

Materials for the initial test window will ship to schools February 8-19. Instructions for materials check and preparation are available in the [Test Coordinator Information Manual](#). Be sure to use the correct testing materials and ACT-approved accommodated materials that correspond to the specific testing date. The use of inappropriate materials may result in invalidation due to misadministration. District and school staff, including athletic coaches, who have relatives testing on state test days, should not have any access to secure materials prior to test day.

ACT Late Consideration Request Window

The late consideration request window for accommodations and supports will end March 5. Requests for reasons other than those listed in the [Late Consideration Request Form](#) will not be reviewed. If you have a new student whose former school submitted an accommodation request and it was approved, ACT will transfer the accommodations materials to your school's test materials order once you add the student to PAnext.

Online Testing Readiness

Districts should have completed site readiness for online testing. If you have not yet completed the site readiness activities or a mock administration, you should do so immediately. Districts may

create and assign students to online test sessions February 1 – March 18. The last day to switch from online to paper testing and to order materials is February 26 for the March 9 administration.

Test Administration Training #2

Be sure to [register for Test Administration training #2](#) to be held February 11, 10:30-11:30 am. The training will be recorded and posted on the [ACT Training webpage](#) for those not able to attend the webinar.

Aspire

Reminders:

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 assessment coordinators, please contact [Duane Dorn](#) if you did not receive an email invitation to PANext.

Choice Student Upload

- DPI loaded [Choice](#) student rosters into Aspire PANext on January 29.
- School staff should verify the accuracy of the student data load to ensure that all [Choice](#) students have been loaded.
- Non-choice students are not allowed to be loaded into the same Aspire tenant as the choice students.
- Schools that plan to test their non-choice students must work with ACT to establish a separate tenant for their non-choice students.

ACT Aspire for Non-Choice Students

Schools that elect to test their non-choice students with ACT Aspire will need to contact ACT directly to order tests for these students. Ordering information can be found at: <https://www.act.org/content/act/en/products-and-services/act-aspire.html#get-aspire>. Schools will not need to order tests for their choice students as DPI automatically loads the choice students into the testing portal.

Forward Exam

New:

Extended Testing Hours

Currently, Forward Exam testing is accessible from 7:00 am - 5:00 pm, Monday through Friday. In order to allow districts additional time to administer the assessment in-person to students safely, DPI is offering optional extended testing hours for the 2020-21 Forward Exam. Districts may now opt to test students, in-person, on Tuesday, Wednesday, and Thursday evenings until 8:00 pm, and on Saturdays from 8:00 am to 4:00 pm during the testing window. **Districts should be aware that no help desk or technical support will be available from DRC or DPI for testing during extended hours.** DACs should have district/school technology staff and back-up plans in place prior to any test administration during extended hours. In order to utilize the extended hours, DACs must complete and submit the [Forward Exam - Extended Testing Hours Request Form](#) for their district. The request form must be submitted a minimum of 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 Exam Q&A Webinar Recording

The February 10, Q&A webinar recording will be available on the [Forward Exam Trainings webpage](#) on February 17.

Reminders:

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](#).

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 for Non-Choice Students

CESA 6 will again be overseeing the process for schools that wish to test their non-choice students. Ordering information can be found at: <https://www.cesa6.org/services/wi-forward-exam/order-form.cfm>.

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

Assessment and Accountability COVID-19 Related Updates

Reminder:

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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