



# Assessment Update for Parental Choice Schools

March 10, 2023

## WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

### ACT

#### New:

##### Online Testing Updates

On Tuesday, March 7, some schools may have experienced technical issues during online testing. ACT has communicated that the technical issues affecting online testing have been resolved and online testing has continued with no additional interruptions.

Students affected by the disruption are able to:

- Continue testing from the subject and remaining timing when disruption occurred (will **not** need to retest the entire ACT battery).
- Receive the correct timing for all remaining subjects.
- Complete the remaining test items in one sitting.

Students **MUST** complete testing no later than **Thursday, March 16**. Schools **MAY** test on **Friday, March 10** and **Monday, March 13**. Students who are unable to complete testing by March 16 will need to be rescheduled for Test Window 2 or 3 and will be required to retest the entire ACT battery. ACT will be contacting schools who have affected students with instructions on how to resume testing. If you have students who need to resume testing and were not contacted by ACT, please reach out to [Nikki Braconier](#).

##### Test Window 1 Reminders

We would like to thank the many educators who are testing our students with ACT this week during Test Window 1.

- Paper Testing: concluded Tuesday, March 7
- Paper Accommodated Testing: will conclude on Friday, March 17
- Online Testing (paper and accommodated): will conclude on Thursday, March 16
- MyACT student registration must be completed **no later than two days post testing**

Once testing is complete, pack and return all test materials according to the instructions found in the [Test Coordinator Information Manual](#) and [Test Administration Manuals](#). Secure test materials are specific to each testing day/window and **cannot be used for make-up testing**. Return all test materials and purge test content from proctor caching computers by the dates identified in the [2023 ACT Schedule of Events](#).

FedEx test material pickups are automatically scheduled by ACT and picked up according to the dates outlined in the 2023 ACT Schedule of Events. **Late arriving answer documents will not be scored**. If your materials are not picked up within two business days of the scheduled pickup date, you will need to reschedule the pickup by calling ACT at (319) 337-1590.

## Preparing for Make-up Testing

Paper standard make-up testing will be held on Tuesday, March 21 and Tuesday, April 11. Please see the [2023 ACT Schedule of Events](#) for all additional testing windows and material ordering deadlines.

- Place orders for new test materials and/online testing return kits for make-up testers. Use of previously shipped testing materials will result in a misadministration. **Deadline to order paper materials for Test Window 2 is March 10.**
- Instructions for ordering paper materials can be found at: [PA Next User Guide: Order Materials](#).
- 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.
- Instructions on how to switch students from paper testing to online testing is outlined in the [Switching from Paper to Online Testing](#) document.
- Schools can create new test sessions for Test Window 2 starting March 15.

## PreACT Secure

### Reminders:

#### Accommodations in PearsonAccess<sup>next</sup>

DPI has been informed of limitations with the accommodations entry process for PreACT Secure. Please see the below guidance for documenting the following accommodations:

Accommodation	Limitation	Guidance
Human Reader	Error received	Select "Reader Script" PearsonAccess <sup>next</sup>
Accessibility Calculator, Fidget Device, Medical Device	Not listed in PearsonAccess <sup>next</sup>	Schools should document these accommodations independently, outside of PearsonAccess <sup>next</sup> , and ensure students receive the accommodations during testing.

**Note:** Extended time errors for paper testers have now been resolved.

### Upcoming Trainings

Testing staff should attend the following upcoming PreACT Secure trainings:

- Test Administration #2 Webinar: March 15, 10:00-11:00 am

All PreACT Secure training opportunities, registration links and recordings can be found on the [DPI PreACT Secure Training webpage](#).

## Forward Exam

### New:

#### Test Set-up is Now Open

DACs and SACs can now edit or create test sessions, edit student data, enter accessibility features on an individual student or mass-assign basis, enter not-tested codes, and print test tickets in the DRC INSIGHT Portal. The [DRC INSIGHT Portal Guide](#) contains step-by-step instructions for these tasks.

### Reminders:

#### Forward Exam for Non-Choice Students

Non-Choice students will again be able to take the Forward Exam with the cost of the exam remaining at \$35 per student. The order form can be found at [Forward Exam Order Form](#).

## Technology System Requirements

DACs and DTCs should review the hardware and operating system requirements documentation (updated in February) for the 2022-23 administration to ensure student devices meet the minimum requirements for testing. Updated 2023 technology system requirements for student testing devices is now available on the [Forward Exam Technology Requirements webpage](#).

## 2022 Forward Exam Required Trainings

The required Forward Exam trainings, for District and School Assessment Coordinators (DACs/SACs) and Test Administrators (TAs), are available on the [Forward Exam Trainings webpage](#). District Technology Coordinators (DTCs) should refer to the DTC trainings, available on the [Forward Exam Technology Resources and Requirements webpage](#), prior to the set up of testing devices.

## DAC Contact Update

### Reminder:

Please [update District Assessment Coordinator \(DAC\) contact information](#) as contact information or staffing changes occur throughout the year. The information provided is used to:

- Ensure DACs receive regular assessment and accountability updates, and
- Upload information into vendor portals to ensure DACs have annual permissions.

## Assessment

### New:

#### Test Participation

Statewide assessments are required by state law. Participation of all enrolled choice students ensures the validity of test results used for state accountability determinations, public reporting, and continuous improvement.

Please work with building leaders to plan for successful test administrations by:

- Testing as soon as the test windows open and completing the entire or majority of the testing during the earlier part of the windows.
- Scheduling time for make-up assessments to ensure completion within the windows.
- Planning your testing schedule around local cultural events, holidays, and activities to allow students to do their best.
- Regularly monitoring test participation within each assessment's administrative platform to ensure greater than 95 percent participation for all students and student groups.

Visit the Assessment in Wisconsin website for testing dates, information on each assessment, and resources including brochures for families and parent letter templates. Please direct assessment related questions to [osamail@dpi.wi.gov](mailto:osamail@dpi.wi.gov) and accountability questions to [oeamail@dpi.wi.gov](mailto:oeamail@dpi.wi.gov).

## 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="#">System Requirements</a>	Updated (February) hardware and operating system requirements documentation for the 2022-23 administration to ensure student devices meet the minimum requirements for testing.	Forward

## Important Dates to Remember

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

Date	Event	Program
March 10	Deadline to order paper test materials for Test Window 2	ACT
March 15	Attend Test Administration #2 webinar	PreACT Secure
March 16	Purge cached ACT test content from Test Window 1	ACT
March 17	Prepare and precache Test Window 2 test sessions	ACT
March 20	Return Test Window 1 accommodated and online test materials	ACT
<b>March 20</b>	Forward Exam test window opens	Forward
<b>March 20</b>	PreACT Secure test window opens	PreACT Secure
<b>March 21</b>	Test Window 2 begins/paper standard time administration	ACT
March 22	Return March 21 paper testing materials	ACT
March 30	Purge cached ACT test content from Test Window 2	ACT
April 3	Return Test Window 2 accommodated and online test materials	ACT



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