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Sent: Wednesday, September 03, 2014 8:32 AM
To: Teasdale, Jennifer C. DPI
Subject: Dynamic Learning Maps Alternate Assessment

District Assessment Coordinators:

The Dynamic Learning Maps (DLM) Assessment is the new alternate assessment for ELA and mathematics administered online to students in grades 3-11. This assessment is intended *only* for students with significant cognitive disabilities whose IEP teams have determined that the students instruction is aligned to the Common Core Essential Elements. IEP Teams utilize the [Participation Guidelines for Alternate Assessment \(Form I-7-A\)](#). DLM will be administered for a very small percentage of students (those who in past years would have participated in the WAA-SwD) instead of Smarter Balanced Assessment, ACT Aspire, and ACT Plus Writing/WorkKeys.

Assessment Coordinators should use the following websites to access information relative to the DLM assessment <http://oea.dpi.wi.gov/assessment/DLM> and <http://dynamiclearningmaps.org/wisconsin>.

Timeline

This fall, students with significant cognitive disabilities (who meet the alternate assessment participation criteria) who are in 9 grade will be *required* to take the DLM Field Test October 13-31. In addition, test administrators will be expected to complete a rater form for 9 graders for ELA and math. This form will be found in the Educator Portal (more information below).

DLM will continue to field test items for grades 3-11 through early spring prior to the operational assessment window, which is March 30-May 22. We strongly encourage districts to participate in one of the field test windows to ensure student and test administrator familiarity with the system as well as to check district technology systems prior to the required operational assessment.

A detailed calendar can be found at <http://oea.dpi.wi.gov/assessment/DLM/calendar>.

District-Level Training

DLM will host a series of live webinars for district level staff. DLM has defined the following roles for participants in administering assessments:

- Test Administrator (teacher or other qualified examiner)
- Assessment Coordinator (supports assessment implementation; supports test administrators)
- Data Steward (manages student and enrollment data, Educator Portal user accounts)
- Technical Liaison (manages DLM technology requirements for a school or district)

| DLM Role | Date/Time (Central) | Date/Time (Central) |
|---------------------------------|---|---|
| District Assessment Coordinator | Friday, September 5 3:00 – 4:00 p.m. | Monday, September 8 11:00 – 12:00 p.m. |

| DLM Role | Date/Time (Central) | Date/Time (Central) |
|--------------------------|--|---|
| Data Steward | Friday, August 29 11:00 – 12:00 p.m. <i>Recording found at:</i> http://dynamiclearningmaps.org/content/district-staff-training-resources-ye | Thursday, September 4 2:00 – 3:00 p.m. |
| Technical Liaison | Thursday, August 21 3:00 – 4:00 p.m. <i>Recording found at:</i> http://dynamiclearningmaps.org/content/district-staff-training-resources-ye | Friday, August 29 9:00 – 10:00 a.m. |

You must register using this link to receive access to the webinar room https://kansasedu.qualtrics.com/SE/?SID=SV_6JyiALkvHbrNBDD.

Recorded versions will be available on the DLM website **two days** after the live session. Staff unable to participate in the live webinars can access the recordings to learn about DLM responsibilities and procedures.

Test Administrator Training

Required Test Administrator Training is available in the Educator Portal. All users must have an active Educator Portal account in order to access the site.

Educator Portal Accounts

DPI will be adding all DACs into the Educator Portal. The Educator Portal is the platform where all student level information, users, classroom rosters, student test settings, and professional development will be located. You will receive an activation email from DLM system in order to set-up your account. If you do not receive an email, please be sure to check your spam filter settings and junk mail. It will be the DACs responsibility to identify additional individuals within the district that will need access to the portal and to upload them into the system. Instructions on how to do this can be found in the Data Steward Manual found at http://dynamiclearningmaps.org/sites/default/files/data_steward_manual.pdf.

Please contact Kristen Burton if you have additional questions at kristen.burton@dpi.wi.gov.

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