

Spotlight

on Student Assessment and Accountability

November 14, 2019

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Pre-Identification for Winter 2020 Early Literacy and Mathematics Benchmark Assessment (K-2)

Pre-identification for the Early Literacy and Mathematics Benchmark Assessment (grades K-2) will open on **November 18, 2019**. Students who took the Early Literacy and Mathematics Benchmark Assessment in the fall will automatically be pre-identified to the Winter 2020 Early Literacy and Mathematics Benchmark Assessment by the Office of Educational Assessment and Accountability (OEAA).

If students tested in Fall 2019 and will not be testing in Winter 2020, no action is needed from schools, even if students are automatically pre-identified by OEAA.


Schools that choose to participate will need to pre-identify additional students for testing directly on the OEAA Secure Site using any of the following methods:

- MSDS Copy Function
- Pre-ID File Upload
- Student Search – one student a time

Schools should also put students into online test sessions on the OEAA Secure Site through **December 9, 2019**. After December 9, students must be pre-identified on the OEAA Secure Site and then put into online test sessions in the DRC INSIGHT Portal (formerly known as eDIRECT).

Schools will have access to manage student data and test sessions in the DRC INSIGHT Portal starting **December 13, 2019**. Students newly pre-identified on the OEAA Secure Site will be transferred to the DRC INSIGHT Portal three times a day through **January 30, 2020**.

Directions for all methods of pre-identification and for creating/managing Online Sessions on the OEAA Secure Site can be found on the [Secure Site Training web page](#) (www.michigan.gov/securesitetraining).

Key:  Reminder (previously run article)

Pre-Identification for Winter 2020 M-STEP Online Passage-Based Writing Field Test Grades 3–8

Schools who are participating in the M-STEP Online Passage-Based Writing Field Test (grades 3-8) can start to pre-identify students on the OEAA Secure Site **November 18, 2020**. Since this field test is optional, OEAA will not pre-identify any students. Schools will be responsible for pre-identifying all students who will be participating directly on the OEAA Secure Site using any of the following methods:

- MSDS Copy Function
- Pre-ID File Upload
- Student Search – one student a time

Students will NOT be put into online test sessions on the OEAA Secure Site. Schools will have access to manage student data and create online test sessions in the DRC INSIGHT Portal (formerly known as eDIRECT) starting **December 13, 2019**. Students newly pre-identified on the OEAA Secure Site will be transferred to the DRC INSIGHT Portal three times a day through **January 30, 2020**. Directions for all methods of pre-identification on the OEAA Secure Site can be found on the [Secure Site Training web page](http://www.michigan.gov/secaresitetraining) (www.michigan.gov/secaresitetraining).

Updated 2019-20 Assessment Integrity Guide Released

The 2019-20 Assessment Integrity Guide (AIG) has been released. Links to the AIG can be found on the following web pages under Current Assessment Administration sections:

- [Early Literacy and Mathematics Benchmark Assessments](http://www.michigan.gov/earlylitandmath) (www.michigan.gov/earlylitandmath)
- [MI-Access](http://www.michigan.gov/mi-access) (www.michigan.gov/mi-access)
- [M-STEP](http://www.michigan.gov/mstep) (www.michigan.gov/mstep)
- [MME](http://www.michigan.gov/mme) (www.michigan.gov/mme)
- [WIDA](http://www.michigan.gov/wida) (www.michigan.gov/wida)

The 2019-20 Assessment Integrity Guide includes updated Assessment Security training requirements for all personnel involved in testing, depending upon role.

Updated 2019-20 Assessment Security Compliance Form Released

The 2019-20 [Assessment Security Compliance Form](#) has been released. Links to the Assessment Security Compliance Form can be found on the following web pages under Current Assessment Administration sections:

- [Early Literacy and Mathematics Benchmark Assessments](http://www.michigan.gov/earlylitandmath) (www.michigan.gov/earlylitandmath)
- [MI-Access](http://www.michigan.gov/mi-access) (www.michigan.gov/mi-access)
- [M-STEP](http://www.michigan.gov/mstep) (www.michigan.gov/mstep)
- [MME](http://www.michigan.gov/mme) (www.michigan.gov/mme)
- [WIDA](http://www.michigan.gov/wida) (www.michigan.gov/wida)

Remember this requirement: All staff members who participate in any state provided test administration must sign the Assessment Security Compliance Form. All forms must be retained by the building/district for three years.

Updated Assessment Security Training Requirements

To protect the integrity and validity of Michigan's assessments, the OEAA has updated the assessment security training requirements for all staff members who participate in a state assessment administration.

District/Building Assessment Coordinator Training Requirements:

- Complete the MDE [Assessment Security online course through Michigan Virtual](http://bit.ly/MDEAssessmentSecurity) (<http://bit.ly/MDEAssessmentSecurity>).

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Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

This four-module series is used to train building staff on the importance of following the Assessment Integrity Guide to assure test security. After participants complete the four modules and demonstrate their knowledge through a short test, they will receive a Certificate of Completion, which must be retained on file with signed security compliance forms. After completing this training, staff will be required to participate in a shorter refresher course in subsequent years. The 2019-20 updated modules and refresher course will be available in January 2020.

- Read the [Assessment Integrity Guide](#).

Test Administrators/Room Supervisors/Proctors Training Requirements:

- Read the [Assessment Integrity Guide](#) and/or complete the MDE [Assessment Security online course through Michigan Virtual](#) (<http://bit.ly/MDEAssessmentSecurity>).

This four-module series is used to train building staff on the importance of following the Assessment Integrity Guide to assure test security. After participants complete the four modules and demonstrate their knowledge through a short test, they will receive a Certificate of Completion, which must be retained on file with signed security compliance forms. After completing this training, staff may participate in a shorter refresher course in subsequent years. The 2019-20 updated modules and refresher course will be available in January 2020.

Technology Coordinators and Other Staff (anyone who handles or has access to secure materials) Training Requirements:

- Read the **Keeping Assessment Materials Secure** training document (found in Appendix E of the [Assessment Integrity Guide](#)).

2020 Michigan School Testing Conference

The 2020 Michigan School Testing Conference (MSTC) will be held **February 11–13, 2020** at the Sheraton Ann Arbor Hotel in Ann Arbor, Michigan. This year's conference will be the 60th annual event.

The mission of MSTC is to provide educators with professional learning opportunities about assessment, as well as information on national, state, and local assessment programs and trends. The conference is unique in its match to the needs of Michigan educators, featuring examples of outstanding practices from local educators, as well as state and nationally-renowned experts in the field.

The annual Michigan School Testing Conference consists of a day for workshops and two days of plenary and clinic sessions.

On **Tuesday, February 11, 2019**, from 8:30 to 11:45 AM and 12:45 to 4:00 PM, six half-day and two full-day workshops will be offered including a full day workshop for new assessment coordinators. Registration begins at 7:30 AM. A continental breakfast and light lunch will be offered for all conference workshop attendees.

The conference takes place from **Wednesday, February 12** through **Thursday, February 13, 2019**. Registration includes continental breakfast and lunch on both days.

Keynote presenters on Wednesday, February 12 include Tom Guskey (University of Louisville) and Andy Middlestead (MDE). Jim Pellegrino (University of Illinois-Chicago) and a panel of current and retired educators who will celebrate the 60th anniversary of the conference are the keynote presenters on Thursday, February 13.

For conference program information and registration, go to the [MSTC online registration site](#) (www.gomasa.org/MSTC2020).

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Michigan School Index System Reports and Accountability Student Datafiles Coming Soon

In a few weeks, the Michigan Department of Education will be making Michigan School Index System reports and accountability student datafiles available for 2018-19 school year results. The Michigan School Index System is the accountability system in Michigan's federally-approved consolidated state plan for the Every Student Succeeds Act (ESSA). In this system, schools will receive an overall school index value, ranging from zero to 100, that indicates performance across subgroups in multiple data components. The overall school index values are used in identifying schools for state and federal supports.

Authorized users of [MI School Data](http://www.mischooldata.org) (www.mischooldata.org) will be able to preview school-level reports, download student-level accountability data files, and submit issues related to the calculation of their School Index results. In order to preview results, individuals will need to login to MI School Data.

[Instructions on accessing School Index reports and files on MI School Data](#) can be found on the [Accountability web page](#) (www.michigan.gov/mde-accountability) by selecting the **Michigan School Index System Resources** link. Informational guides and other helpful resources for upcoming 2018-19 school year accountability will also be available through the Michigan School Index System Resource link as they become available.

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

Formative

Interim

Summative

Validity: the most important concept in educational testing

Validity refers to the degree that an assessment measures what it purports to measure. For this reason, many consider it the most important concept in educational testing.

No test is valid for all purposes, and there is no such thing as a valid or invalid test. Validity does not refer to the quality of the test, but to the quality of the evidence-based argument made about the test. We must be confident that the test will capture the evidence we need (for example, student knowledge about grade 5 social studies academic standards) and will support the inferences we make about student learning (for example, the degree to which 5th grade students have learned the grade 5 social studies academic standards) that are consistent with the purpose of the test. A test may be valid for one purpose, such as a measure of student achievement, but not if used for another purpose, such as making instructional decisions.

To examine the validity of an evidence-based argument, we should ask these questions:

1. Does the assessment appropriately sample the content?
2. Does the assessment measure what it is intended to measure?
3. Does the assessment accurately reflect a students' knowledge of the content that is being measured?
4. Are the results easily and accurately interpreted and used in a way that is appropriate and aligned to the purpose of the assessment?

In addition, how assessment results will be used should be considered before the selection or development of a performance task or an assessment instrument. Since establishing validity is dependent on the purpose of the assessment, educators should clearly state what they hope to learn about their students (the purpose) and how the students will display these proficiencies (the objectives). The educator should then use the stated purpose and objectives to guide the development or selection of the assessment.

Next month, we will explore the second of the three concepts that support the quality of an assessment: reliability.

Resources

[Reliability and Validity: How Do These Concepts Influence Accurate Student Assessment?](#)

This article from the Michigan Assessment Consortium explores two of the concepts that support the quality of an assessment.

[Scoring rubric development: Validity and Reliability](#)

This article explains the importance of considering validity and reliability when developing a scoring rubric.

Put Into Practice

Consider an assessment you use in your classroom or that your school uses as a measure of student achievement. After applying the questions in the article to the assessment, what conclusions can you make about the validity of the evidence-based argument about the assessment?

Would you be able to defend the validity of the argument? Why or why not?

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

College Board Corner

Information on SAT®, PSAT™ 8/9, and PSAT™ 10 provided by the College Board

Questions about Spring PSAT 8/9, PSAT 10, or SAT?

- Call the Michigan Educator Hotline: 866-870-3127 (select Option 1)
- Email michiganadministratorsupport@collegeboard.org

Parental Consent for PSAT 10 and SAT with Essay

Student Search Service® gives students the opportunity to start important conversations with colleges and scholarship organizations to explore their postsecondary options. When students choose to participate, their contact information and answers they provide as part of the optional questionnaire are shared with colleges and scholarship organizations. Students opt-in to Student Search Service and complete the optional questionnaire on their answer sheet; parents can provide consent for their child to do so.

You should check with your district or school for consent policy. Schools and districts may opt to use a consent form that is provided by the Michigan Department of Education available on the [MME](http://www.michigan.gov/mme) (www.michigan.gov/mme) and [PSAT](http://www.michigan.gov/psat) (www.michigan.gov/psat) web pages, or may choose to use their own. Consent forms should be collected prior to conducting the pre-administration session and are not required to be returned to College Board.

Even if consent for Student Search and the optional questionnaire is not obtained, students are expected to take the assessment.

This guidance applies to PSAT 10 and SAT with Essay. It does not apply to PSAT 8/9 since students do not have the opportunity to opt-in to Student Search Service or complete the optional questionnaire. Students can learn more about [Search](http://studentsearch.collegeboard.org) (http://studentsearch.collegeboard.org) by visiting our site.

Coordinator Implementation Handbook

The Michigan Coordinator Implementation Handbook is now available on the [MME](http://www.michigan.gov/mme) (www.michigan.gov/mme) and [PSAT](http://www.michigan.gov/psat) (www.michigan.gov/psat) web pages. This handbook contains helpful information for SAT with Essay, PSAT 10, and PSAT 8/9 test coordinators about test dates, test timing, establishment, working with your SSD (Services for Students with Disabilities) coordinator, English learner supports, and more! An updated Accommodations and Supports Handbook for SSD coordinators will be available by December.

Off-Site Testing

Most schools participating in the SAT with Essay, PSAT 10, and PSAT 8/9 in April 2020 will administer the assessments at the school. However, if your school is a virtual school or if you want to administer the PSAT 8/9, PSAT 10, or SAT with Essay on the same day and don't have enough room in your school, you can request off-site testing. These additional locations must be approved by the College Board to make sure they meet testing, staffing, training, and security requirements. For information about requesting off-site testing, refer to the [November 7 Spotlight](http://www.michigan.gov/mde-spotlight) (www.michigan.gov/mde-spotlight).

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Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

Establishment

Establishment is the process whereby the College Board knows which schools are administering the PSAT 8/9 for Grades 8 and 9, PSAT 10, and SAT with Essay and is based on rules that are coordinated with the Michigan Department of Education. Refer to the [October 10 Spotlight](http://www.michigan.gov/mde-spotlight) (www.michigan.gov/mde-spotlight) for more information on the establishment process. The Test Center Participation page in the OEAA Secure Site identifies which assessments your school is established to administer. For information on accessing this page, visit the [Secure Site Training web page](http://www.michigan.gov/seuresitetraining) (www.michigan.gov/seuresitetraining).

Verify the assessments your school has been established for in the OEAA Secure Site.

- Establishment occurs on a rolling basis and will be reflected as establishment activities progress.

Allow for potential updates.

- Contact the Michigan Educator Hotline at 866-870-3127 if establishment information is not correct by mid-December.
- If a school has been automatically established and plans to administer the assessment, no action is needed.
- If a school does not meet the autoestablishment rules for a particular assessment, the school will need to indicate their intent to participate for that assessment.
- If a school has been automatically established and does not plan to administer the assessment, contact College Board immediately.

Manage Participation

The ACT WorkKeys assessment is one of three required components of the Michigan Merit Exam (MME) for grade 11 and required grade 12 students. All public schools are required to administer the full MME, which consists of the ACT WorkKeys, SAT with Essay, and M-STEP science and social studies assessments. If a nonpublic school chooses to administer any one of the three MME components, they will be expected to administer all three components to their students.

Refer to the [November 7, 2019 Spotlight Newsletter](#) (www.michigan.gov/mde-spotlight) for additional information about completing the Manage Participation process.

The deadline to submit Manage Participation data is **November 29, 2019**.

ACT WorkKeys Assessments Overview

The ACT WorkKeys assessment consists of three tests that measure real-world skills that employers consider critical to job success and increase career opportunities:

- **Applied Math** measures critical thinking, mathematical reasoning, and problem solving techniques for situations that actually occur in today's workplace.
- **Graphic Literacy** measures skills needed to locate, synthesize, and use information from charts, graphs, diagrams, etc.
- **Workplace Documents** measures skills needed to read and use written text such as memos, letters, directions, bulletins, policies, etc.

The assessments are offered for standard time and accommodations students. Standard time students require no special test forms or English learner supports. Students with disabilities and/or identified as English learners can test using accommodations and supports

that do not help the students academically; they just make interaction and communication possible and fair for each student.

The test coordinator determines who qualifies for ACT-allowed accommodations and supports for students who need them based on the student's IEP, 504, or other educational plan on file at your school. Students who use accommodations and supports must have prior experience using these tools. The test coordinator must obtain documentation verifying that the use of the accommodation matches an identified need and is effective for the individual.

The accommodations available in English are:

- extended time (time-and-a-half, double time, three hours, and multi-day testing)
- large type
- Audio USB
- UEB Braille
- Reader Script.

The accommodations available in Spanish are:

- standard time
- extended time (time-and-a-half, double time, three hours, and multi-day testing)
- large type
- American Spanish Braille
- Audio USB
- Reader Script

For guidelines about selecting students who might benefit from taking the tests in Spanish, refer to the Michigan Department of Education [Supports and Accommodations Guidance Document](#) found on each assessment web page.

An Audio USB form is available for Arabic speaking students. ACT also offers Translated Test Directions in Arabic, Chinese Simplified, Chinese Traditional, French, German, Haitian Creole, Korean, Russian, Somali, Spanish, Tagalog, and Vietnamese.

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Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

Students may also benefit from testing with local arrangements that include:

- testing individually
- testing in small groups
- testing with interpreters, readers, or transcribers
- seating at the front of the room
- use of English Learner supports that include:
 - use of word-to-word bilingual dictionary without definitions
 - locally provided verbal translation of test directions

Examples of ineligible modifications that change what the tests measure and result in non-reportable scores to schools and students include:

- use of dictionaries with word definitions
- use of any Word-to-Word Dictionary not approved by ACT

For more detailed information about ACT's accommodations, supports, and policies, refer to the [ACT WorkKeys Administration Manual - Accomms Paper](#) posted on the [ACT state testing website](#) (www.act.org/stateanddistrict/michigan) on the **WorkKeys on Paper** page in the **Administration** stage.

ACT® WorkKeys® National Career Readiness Certificate®

How a student performs on the three WorkKeys tests determines their eligibility to earn an ACT WorkKeys National Career Readiness Certificate (NCRC). To earn a certificate, students must receive a level score of at least 3 out of 7 on each test. Certificates are awarded at four levels:

- **Bronze** requires a minimum level score of 3 out of 7 on all three tests
- **Silver** requires a minimum level score of 4 out of 7 on all three tests
- **Gold** requires a minimum level score of 5 out of 7 on all three tests
- **Platinum** requires a minimum level score of 6 out of 7 on all three tests

Examinees who complete the Spanish-language versions of the assessments are eligible for an NCRC en Español.

Students who have earned an NCRC can activate and print the certificate for **free** on [MyWorkKeys](#) (www.myworkkeys.com) once they receive their paper scores in August.

For more detailed information about the WorkKeys assessments, understanding scores, and NCRCs, go to [WorkKeys Assessments](#) (<https://www.act.org/content/act/en/products-and-services/workkeys-for-job-seekers/assessments.html>).

Student Preparation – Go For Platinum!

Encourage students to understand the types of questions they will see, since they differ from other types of exams. Students and teachers can access free practice questions from all three tests that range from easier content (Level 3) to the most difficult (Level 7). Teachers and students may use these practice questions as Questions of the Day or as warm-up activities in the weeks leading up to test day.

Students can also create a user account and take **free** full-length [online practice tests](#) (<https://testregistration.org/rsp/Login.do?event=go&realm=20770563>). This allows students to pace themselves in real-time test scenarios and receive scores indicating how they will perform on the WorkKeys tests.

Contacting ACT

If you have questions, you may:

1. contact ACT via the [Contact Us web page](#) (www.act.org/aap/state/contact.html)
2. call ACT at 800-553-6244, 9:30 AM – 6:00 PM ET
 - standard time: ext. 2800
 - accommodations: ext. 1788
3. email accommodations questions to ACTStateAccoms@act.org

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

Important Dates

November 2019

M-STEP, MI-Access, and WIDA

Now – November 26, 2019

- M-STEP, MI-Access FI, and WIDA Online Testing Waiver request window

ACT WorkKeys

Now – November 29, 2019

- ACT WorkKeys Manage Participation window

Early Literacy and Mathematics

November 18, 2019 – January 30, 2020

- Pre-identification for Early Literacy and Mathematics Benchmark Assessment for grades K-2

M-STEP

November 18, 2019 – January 30, 2020

- Pre-identification for M-STEP Passage-Based Writing Field Test for grades 3-8

December 2019

December 4, 2019, 10:00 AM

- DRC Technology Coordinator Webinar – [Zoom Access to webinar](https://datarecognitioncorp.zoom.us/j/831651825) (https://datarecognitioncorp.zoom.us/j/831651825)

SAT and PSAT

December 5, 2019, 1:00 – 2:30 PM

- Accommodations and Supports Webinar for SAT with Essay, PSAT 10, and PSAT 8/9

[Webinar Registration](https://tinyurl.com/2020MichiganAccommodations)

(https://tinyurl.com/2020MichiganAccommodations)

Now – December 20, 2019

Off-Site Testing Requests for SAT with Essay, PSAT 10, and PSAT 8/9 (refer to this week's [College Board Corner](#) for details)

WIDA

December 3, 2019, 9:00 AM – 12:00 PM

- WIDA ACCESS for ELLs Test Administration Online Workshop 1 – Library of Michigan, Lake Michigan Room, 702 W. Kalamazoo St. Lansing, MI 48909

[Registration link](https://wida-access-online-training-120319am.eventbrite.com) (https://wida-access-online-training-120319am.eventbrite.com)

December 3, 2019, 1:00 – 4:00 PM

- WIDA Kindergarten ACCESS Test Administration Workshop 2 – Library of Michigan, Lake Michigan Room, 702 W. Kalamazoo St., Lansing, MI 48909

[Registration link](https://wida-k-access-online-training-120319pm.eventbrite.com) (https://wida-k-access-online-training-120319pm.eventbrite.com)

December 4, 2019, 9:00 AM – 12:00 PM

- WIDA ACCESS for ELLs Test Administration Online Workshop 3 – Wayne County Community College Downriver Campus, EPAC 5&6, 21000 Northline Road, Taylor, MI 48180

[Registration link](https://wida-access-online-training-120419am.eventbrite.com) (https://wida-access-online-training-120419am.eventbrite.com)

December 4, 2019, 1:00 – 4:00 PM

- WIDA Kindergarten ACCESS Test Administration Workshop 4 – Wayne County Community College Downriver Campus, EPAC 5&6, 21000 Northline Road, Taylor, MI, 48180

[Registration link](https://wida-k-access-online-training-120419pm.eventbrite.com) (https://wida-k-access-online-training-120419pm.eventbrite.com)

December 18, 2019, 10:00 – 11:30 AM

- WIDA Alternate ACCESS Overview Webinar [Registration link](https://wida-alternate-access-overview-121819-1000-1130.eventbrite.com) (https://wida-alternate-access-overview-121819-1000-1130.eventbrite.com)

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

Contacts

For assistance with assessment or accountability issues:

Assessment and Accountability Call Center

877-560-8378 (select appropriate option)

Options	Topics
1	to report cheating and unethical behavior by a district/school in regards to state assessments
2	for support of Central Office Services (COS), DRC INSIGHT Portal, and INSIGHT for the online M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark Assessments (K-2)
3	for support of the OEAA Secure Site for <u>all</u> state assessments, administration and policy questions related to M-STEP, MI-Access, Early Literacy and Mathematics Benchmark Assessments (K-2), and accountability reporting
4	for questions about the College Entrance and Workskills assessments <ol style="list-style-type: none"> 1. Eligibility, MDE policies, and OEAA Secure Site Support 2. SAT®, PSAT™ 8/9, and PSAT™ 10 – College Board 3. WorkKeys® – ACT®
5	for questions about the WIDA ACCESS for ELLs, WIDA Alternate ACCESS for ELLs, and support for WIDA AMS, INSIGHT, and Central Office Services (COS)
8	for all other questions

Email

For assessment questions:

mde-oeaa@michigan.gov

For accountability questions:

MDE-Accountability@michigan.gov

For assistance with WIDA Screener, W-APT, and the WIDA Secure Portal questions:

(for questions not covered in options 3 and 5 in the table above)

WIDA Client Services

866-276-7735

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues