

Spotlight

on Student Assessment and Accountability

September 12, 2019

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Early Literacy and Mathematics Benchmark Fall 2019

The Fall 2019 Early Literacy and Mathematics Benchmark Assessment testing window is open **September 9 – October 4, 2019**. Reports are available within 48 hours of students completing all portions of a content area test.


Student-Level Reports Available

- **Domain Analysis Report** – Separated by content area, the domain report provides a list of selected students divided into three groups based on the number of Points Earned in each domain and content area for the fall test.
- **Individual Student Report** – Separated by content area, the ISR provides detailed information on individual students in the Content Summary section, which displays Points Earned out of Points Possible for each Domain in a content area. It also provides Content Details, which displays Points Earned out of Points Possible for each assessment category within a content area.
- **Student Roster Report** – Separated by content area, the student roster provides a list of students by Points Earned out of Points Possible (Max Points) by grade, content, domains, and categories.

To view your school or district reports, go to the [OEAA Secure Site](#) (www.michigan.gov/oeaa-secure) and select **Reports**, then **Dynamic Score Reports** in the drop-down menu. Once in the Dynamic Score Reports, select the **Test Cycle**, **District**, and **School**.

Pre-identification Window Open until October 3, 2019

There is still time to have students participate. All students participating in the assessment must be pre-identified on the OEAA Secure Site. Instructions for pre-identification methods and for creating online test sessions can be found on the [Secure Site Training web page](#) (www.michigan.gov/secaresitetraining) under the **Pre-Identification of Students** section.

Key:  Reminder (previously run article)

Secure Site Down for Maintenance September 20, 2019

On **September 20, 2019**, the OEAA Secure Site will be down for required maintenance in the early morning hours. If everything goes as planned, the Secure Site will be back up by 7:00 AM. If you are administering the Early Literacy and Mathematics Benchmark Assessments (K-2), we advise that you have students who will be testing on September 20 pre-identified on the Secure Site by September 19, to ensure the school doesn't incur any delays in testing.

This will only affect activities on the Secure Site and does not affect the testing of the Fall 2019 Early Literacy and Mathematics Benchmark Assessments in INSIGHT.

Recognition of Professional and Ethical Test Administration Practices

Each year the Office of Educational Assessment and Accountability (OEAA) observes assessment administrations to help ensure the security and integrity of the state's assessments. We would like to recognize the following schools for having displayed professional and ethical test administration practices, according to established guidelines, while being observed during the Spring 2019 assessment administration.

ACT® WorkKeys®

- **Detroit Edison Public School Academy-High School** – Detroit Edison Public School Academy
- **Romeo High School** – Romeo Community Schools
- **Thornapple Kellogg High School** – Thornapple Kellogg Schools

MI-Access Functional Independence

- **Carpenter Elementary School** – Lake Orion Community Schools
- **Chesaning Middle School** – Chesaning Union Schools

- **International Academy of Flint** – International Academy of Flint
- **North Aurelius Elementary School** – Mason Public Schools
- **Waterford Kettering High School** – Waterford School District
- **Wolfe Middle School** – Center Line Public Schools

M-STEP

- **Adams Elementary School** – Sigel Township School District #3F
- **Addison Middle School** – Addison Community Schools
- **Advanced Technology Academy** – Advanced Technology Academy
- **Algonquin Elementary** – Algonac Community School District
- **Bangor Lincoln School** – Bangor Township Schools
- **Beechview Elementary School** – Farmington Public School District
- **Boulan Park Middle School** – Troy School District
- **Burr Elementary School** – Utica Community Schools
- **Churchill Elementary School** – Mona Shores Public School District
- **Clare Primary School** – Clare Public Schools
- **Corunna Middle School** – Corunna Public Schools
- **Davis Middle School** – Hillsdale Community Schools
- **Excel Charter Academy** – Excel Charter Academy
- **Hanover-Horton High School** – Hanover-Horton School District
- **Highland Elementary School** – Huron Valley Schools
- **Hillsdale Preparatory School** – Hillsdale Preparatory School
- **International Academy of Saginaw** – International Academy of Saginaw

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- **John Marshall Upper Elementary** – Wayne-Westland Community Schools
- **Kate Dowdall Elementary School** – Kearsley Community School District
- **Lake City Elementary School** – Lake City Area School District
- **Lakewood High School** – Lakewood Public Schools
- **Madison High School** – Madison District Public Schools
- **Marvin L. Winans Academy Middle School** – Marvin L. Winans Academy
- **Morton Elementary School** – Marysville Public Schools
- **New Branches Charter Academy** – New Branches Charter Academy
- **New Buffalo Elementary School** – New Buffalo Area Schools
- **North Central Elementary School** – North Central Area Schools
- **Norton Elementary** – Three Rivers Community Schools
- **Olivet High School** – Olivet Community Schools
- **Peck Community Elementary School** – Peck Community School District
- **Petoskey Montessori Elementary School** – Public Schools of Petoskey
- **Posen Elementary School** – Posen Consolidated School District No. 9
- **Richard Elementary School** – Grosse Pointe Public Schools
- **River City Scholars Charter Academy** – River City Scholars Charter Academy
- **Riverside Academy** – Riverside Academy
- **Romulus Middle School** – Romulus Community Schools
- **Sampson-Webber Leadership Academy** – Detroit Public Community Schools
- **Shay Elementary School** – Harbor Springs School District
- **Westwood Elementary School** – Portland Public Schools
- **White Pine Academy** – White Pine Academy

SAT® with Essay

- **Ashley High School** – Ashley Community Schools
- **Cass Technical High School** – Detroit Public Community Schools
- **Cedar Springs High School** – Cedar Springs Public Schools
- **Grandville High School** – Grandville Public Schools
- **Hastings High School** – Hastings Area School District
- **Lee M. Thurston High School** – South Redford School District
- **Rochester Adams High School** – Rochester Community Schools

WIDA

- **Challenger Elementary School** – Kentwood Public Schools
- **Franklin Elementary School** – Cadillac Area Public Schools
- **Monroe Middle School** – Monroe Public Schools
- **O.J. DeJonge Middle School** – Ludington Area School District
- **Western International High School** – Detroit Public Schools Community District
- **Wyoming High School** – Wyoming Public Schools
- **Universal Learning Academy-Elementary** – Universal Learning Academy

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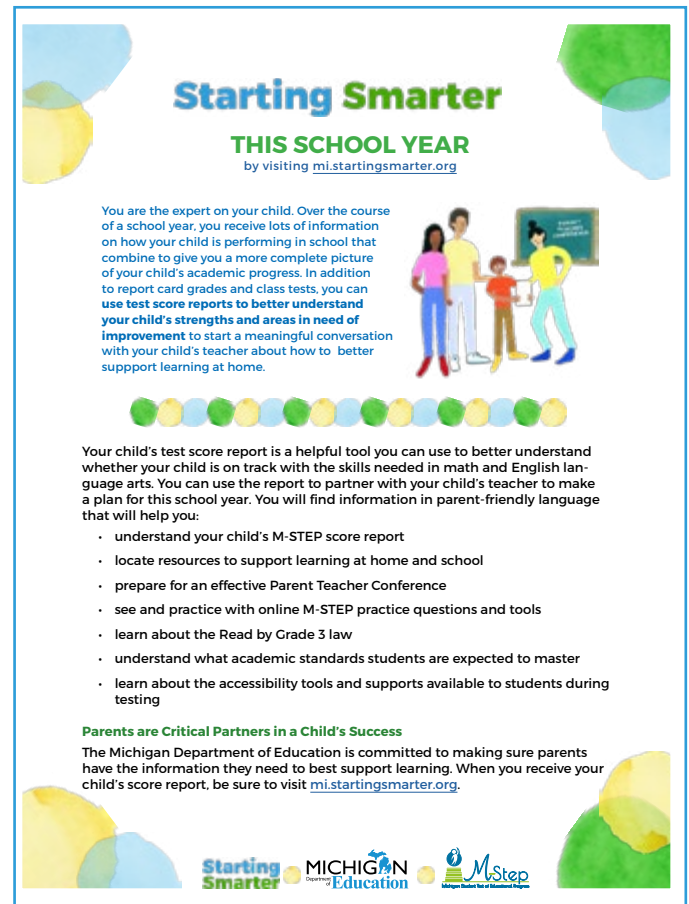
Parent-friendly Starting Smarter Website Now Available

The Michigan Department of Education (MDE) is excited to announce the availability of a new online resource designed to give families a better understanding of their child's strengths and areas of improvement in mathematics and English language arts (ELA). The [Starting Smarter website](http://mi.startingsmarter.org) (mi.startingsmarter.org) provides Michigan's families with information in parent-friendly language that will help them:

- understand their child's M-STEP score report
- locate resources to support learning at home and school
- prepare for an effective Parent Teacher Conference
- see and practice with online M-STEP practice questions and tools
- learn about the Read by Grade 3 law
- understand what academic standards students are expected to master
- learn about the accessibility tools and supports available to students during testing

Parents are critical partners in their child's success.

Please share this [flyer](#) with parents and teachers for distribution to families prior to parent-teacher conferences and encourage them to visit The [Starting Smarter website](http://mi.startingsmarter.org) (mi.startingsmarter.org).



Starting Smarter
THIS SCHOOL YEAR
by visiting mi.startingsmarter.org

You are the expert on your child. Over the course of a school year, you receive lots of information on how your child is performing in school that combine to give you a more complete picture of your child's academic progress. In addition to report card grades and class tests, you can use test score reports to better understand your child's strengths and areas in need of improvement to start a meaningful conversation with your child's teacher about how to better support learning at home.

Your child's test score report is a helpful tool you can use to better understand whether your child is on track with the skills needed in math and English language arts. You can use the report to partner with your child's teacher to make a plan for this school year. You will find information in parent-friendly language that will help you:

- understand your child's M-STEP score report
- locate resources to support learning at home and school
- prepare for an effective Parent Teacher Conference
- see and practice with online M-STEP practice questions and tools
- learn about the Read by Grade 3 law
- understand what academic standards students are expected to master
- learn about the accessibility tools and supports available to students during testing

Parents are Critical Partners in a Child's Success
The Michigan Department of Education is committed to making sure parents have the information they need to best support learning. When you receive your child's score report, be sure to visit mi.startingsmarter.org.

Starting Smarter MICHIGAN Department of Education M-Step

WIDA Reminder to Delete TSM Configurations and Transition to COS SD

Beginning September 20, all schools with a Testing Site Manager (TSM) still configured in their system and attempting to use WIDA Screener Online will be prompted to transition to Central Office Services Service Device (COS SD) before being allowed to test. All districts must delete TSMs from their configurations and move to COS SD. For support, consult the Technology User Guide or contact DRC Customer Service at wida@datarecognitioncorp.com or (855) 787-9615.

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Writing Skills Field Test

Preparation for Passage-based Writing

The Michigan Department of Education (MDE) is looking for schools to participate in an M-STEP online Passage-based Writing Field Test **January 6–January 31, 2020**.

Why have a stand-alone field test?

Field tests are used to check the adequacy of testing procedures and statistical characteristics of new test items by testing them in the field before they appear on an actual assessment. This test follows the same setup and security as the M-STEP. The field test helps to ensure that the items we are putting on the M-STEP are high quality. And, the more writing exposure your students receive, the more improvement you will see!

Who can participate?

Students in grades 3-8 can participate in field-testing items written by Michigan authors for Michigan's state assessments.

What is involved?

During the field test, students will read one passage, either literary or informational, from a variety of genres as prescribed by the standards. Students will then answer five multiple choice questions and respond to a writing prompt, which includes a checklist of components found in a well-written essay. They will not receive a score, but will have an opportunity to prepare for the M-STEP and use the checklist to improve their writing skills in the testing environment.

Where will it take place?

The online field test will take place in your school on computers.

When do I sign up?

Beginning November 18, 2019, go to the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure) to Pre-ID students for testing. For information about how to Pre-ID students for testing, or how to gain access to the Secure Site, go to the [Secure Site Training Site](http://www.michigan.gov/secaresitetraining) (www.michigan.gov/secaresitetraining).

**Don't miss this great opportunity!
Sign up today!**



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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

Updating EEM

For the Michigan-provided SAT with Essay, PSAT 10, and PSAT 8/9 for grade 8 and grade 9 administrations in Spring 2020, College Board will use contact information from the EEM (Educational Entity Master) to identify staff responsible for implementing the assessments. Test shipments will be sent to the address associated with the test coordinator's record in the EEM. If the EEM information is not accurate, communications and test shipments may be impacted. **Staff can serve multiple roles, if needed.**

Contact information should be provided, in the EEM, for each of the following roles:

- SAT Test Coordinator
- PSAT Grade 10 Test Coordinator
- PSAT Grade 9 Test Coordinator
- PSAT Grade 8 Test Coordinator
- SAT Backup Test Coordinator
- PSAT 9/10 Backup Coordinator
- PSAT Grade 8 Backup Coordinator
- SAT Services for Students with Disabilities Coordinator
- PSAT Grade 9/10 Services for Students with Disabilities Coordinator
- PSAT Grade 8 Services for Students with Disabilities Coordinator

For public schools, review the contacts listed in the EEM. If changes are required, contact your authorized district EEM user to make the updates. If you are unsure who your authorized EEM user is, use the **District and School Contact Page**, under the **Assessment Registration** tab, of the [Office of Educational Assessment and Accountability \(OEAA\) Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure) to retrieve the name and contact information for your district. If no changes are needed, no further action is required.

For nonpublic schools, provide any updates or additions to the Nonpublic School Office at nonpublicschools@michigan.gov or 517-241-5385. If no changes are needed, no further action is required.

Common errors that cause issues with communications and shipments:

1. The EEM is not updated for the 2019-20 school year.
2. The EEM is updated at the district level instead of the school level.
3. The address associated with the test coordinator's record in the EEM is incorrect.

College Board will start processing any updates the first week of October. If the EEM is updated throughout the school year, it takes 7-10 days for College Board to receive and process the updates.

Access to SSD Online for New SSD Coordinators

The primary SSD (Services for Students with Disabilities) coordinator must be identified in the EEM for communication purposes. If multiple SSD coordinators are listed in the EEM, only the most recently added will receive communications from

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College Board. A school can, however, have multiple SSD coordinators to submit accommodation requests in the SSD Online system. Any SSD coordinators who will be submitting accommodation requests will need access to SSD Online to do so. Directions on obtaining access:

1. Find the school's AI (Attending Institution) code on the Test Center Participation page of the OEAA Secure Site.

You will need the AI code for the SSD Coordinator Form. If you do not have an AI code, you will need to wait until November, when AI codes are assigned to schools that do not have one.

2. Fill out and fax the [SSD Coordinator form](http://www.collegeboard.org/pdf/ssd/ssd-coordinator.pdf) (www.collegeboard.org/pdf/ssd/ssd-coordinator.pdf)

The SSD coordinator will receive an email with an access code to gain access to SSD Online within a few days of faxing the form.

If an SSD coordinator already has access from previous years, they do not need to fill out another form.

Test coordinators may also request access to SSD Online if they want to check on approval status for accommodation requests. Consider your district policy regarding student privacy when accessing information for students with disabilities before requesting access.

Getting Ready for 2020 Fall Implementation Workshops and Webinar

Implementation workshops are free and provide information about the Michigan-provided SAT with Essay, PSAT 10 and PSAT 8/9 for grades 8 and 9 administrations in the spring of 2020. Schools that will administer the PSAT 8/9 for grade 8 are HIGHLY encouraged to attend. The College Board is partnering with MCAN (Michigan College Access Network) to provide SCECHs to registered participants.

See the [August 22 edition of Spotlight](http://www.michigan.gov/mde-spotlight) (www.michigan.gov/mde-spotlight) to review dates and locations. [Workshop registration](http://www.collegeboard.org/michiganworkshops) (www.collegeboard.org/michiganworkshops).

A webinar version of the face-to-face workshop will be available to those who cannot attend a workshop in person. The presentation in the webinar will be the same content as the workshops. The webinar will be recorded and the presentation slides will be emailed to registrants. The recording and slides will also be available on the [MME web page](http://www.michigan.gov/mme) (www.michigan.gov/mme) and the MDE [PSAT web page](http://www.michigan.gov/psat) (www.michigan.gov/psat) within two weeks of the presentation.

Date: November 7, 2019

Time: 9-10:30am

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

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Overview and Student Preparation

Even though the Spring 2020 administration of the ACT WorkKeys assessment is many months away, you can begin preparing now by understanding what the WorkKeys assessments are and how to prepare your students.

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.

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

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

Students who earn an NCRC can activate and print the certificate for free at myworkkeys.com once they receive their paper scores.

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) (<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) (<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.

More information about administering the assessment will be covered in future Spotlight Newsletters.

Contacting ACT

If you have questions, you may:

1. contact ACT via the [Contact Us web page](https://www.act.org/aap/state/contact.html) (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

Important Dates

September 2019

Early Literacy and Mathematics

Now – October 3, 2019

- Pre-identification of students on the OEAA Secure Site for the fall **Early Literacy and Mathematics Benchmark Assessments (K-2)**

Early Literacy and Mathematics

Now – October 4, 2019

- **Early Literacy and Mathematics Benchmark Assessments (K-2)** Fall Testing Window

October 2019

WIDA

Tuesday and Wednesday, October 1 and 2, 2019,
9:00 AM to 4:00 PM:

- **Workshop 2: Leading Schools for Multilingual Learner Achievement**
Location: Wayne Community College – Downriver Campus, 21000 Northline Rd., Taylor MI 48180 EPAC 5 & 6
[Registration link](https://wida-leading-schools-el-achievement.eventbrite.com) (https://wida-leading-schools-el-achievement.eventbrite.com)

SAT and PSAT

October 1 – November 1, 2019

- Implementation Workshops for **SAT with Essay, PSAT 10, and PSAT 8/9** [Workshop registration](http://www.collegeboard.org/michiganworkshops) (www.collegeboard.org/michiganworkshops).

November 2019

SAT and PSAT

November 7, 2019

- Implementation Webinar for **SAT with Essay, PSAT 10, and PSAT 8/9** [Webinar Registration](https://tinyurl.com/2020MichiganImplementation) (https://tinyurl.com/2020MichiganImplementation)

December 2019

December 4, 2019, 10:00 AM Eastern

- **DRC Technology Coordinator Webinar** – more information to come

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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