m1 DEPARTMENT OF EDUCATION | **Assessment Update**

AN UPDATE FROM STATEWIDE STUDENT ASSESSMENT AND DATA ANALYTICS—DECEMBER 9, 2020

QUICK LINKS	IMPORTANT DATES
• Deadline for Tasks in WIDA AMS: This Friday • Pearson New DAC Q&A • DAC Test Administration Training: Save the Date • Training Management System (TMS) Updates • Monitoring and Audit Changes for 2020–21 • New Assessment Contact in Statewide Testing • Odds and Ends • Upcoming Opportunities	*Dec. 11:* In WIDA AMS, districts indicate the number of online testers taking ACCESS in grades 1–12, and order paper test materials *Dec. 16:* Deadline to submit MARSS updates for ELs to be sent in precode for loading students into WIDA AMS and printing student labels

Deadline for Tasks in WIDA AMS: This Friday

It is very important that districts complete required WIDA AMS tasks by Dec. 11. As communicated in recent weeks, districts will be administering the ACCESS and Alternate ACCESS in person; therefore, MDE recommends completing this information during this initial window, rather than waiting to order test materials during additional orders. For more information, refer to last week's *Assessment Update*, the *WIDA AMS User Guide* [Log in is required > under Key Resources], or the *Ordering Materials* tutorial [Log in is required].

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Pearson New DAC Q&A

Pearson will host a New DAC Q&A to review and discuss DAC questions related to user management in PearsonAccess Next and the Training Management System (TMS).

Prerequisites for the Q&A include viewing short video trainings in the Training Management System under the District Assessment Coordinator tab, in the Pearson Video Trainings category.

- *User Management in PearsonAccess Next*

- *Training Management System*

DATE	WEBINAR LINKS	WEBINAR DETAILS
Wednesday, Dec. 16 2–3 p.m.	Join the New DAC Q&A webinar on Dec. 16. No registration is required.	Call-in phone number: 866-789-9850 Conference code: 130 148 254#

The *Upcoming Pearson Trainings (2020-21)* document with details on all of Pearson's upcoming spring District Assessment Coordinator trainings is posted on the Training page. The *Assessment Update* will have information on additional upcoming Pearson webinars and trainings.

DAC Test Administration Training: Save the Date

As communicated in the Nov. 18 *Assessment Update*, MDE has rescheduled the Test Administration Training for DACs to Jan. 12, 8:30–11:30 a.m. (previously planned for Dec. 15–17). The training will be in a webinar format, and registration information will be included in an upcoming *Assessment Update*.

Training Management System (TMS) Updates

Based on feedback from DACs, the Training Management System (TMS) for 2020–21 was updated as follows:

- Updates currently available in TMS: Users can enter full or partial text of the training title in a new search bar to find all trainings that match the text. Trainings are displayed by categories and courses.

- Updates available Monday, Dec. 21:

  o Trainings posted to multiple tabs, categories, and courses (e.g., *Test Security Training*) will show as completed across all locations when completed in TMS. Training completions will be reflected on the individual user's record of completed trainings and transcript, as well as district- and school-level reports. Note: If a user completes one of these trainings prior to Dec. 21, a completion will only appear on the user transcript and district/school-level reports for the training completed. Once the update is available on Dec. 21, all instances of the training will appear as complete on the user transcript and district/school-level reports.

  o Users can select multiple schools when creating or updating their account. The user's record of completed trainings will appear on reports for each school indicated.

  Note: In order to make these updates, the TMS will be unavailable on Friday, Dec. 18.

Monitoring and Audit Changes for 2020–21

MDE takes test security seriously. However, because of the pandemic and the need to ensure that districts have the time and resources to adjust to the new circumstances for statewide testing this year, the following changes have been made to the test security requirements monitored or audited by MDE:

- **District Test Security Procedures**: MDE will not request or review district test security procedures from selected districts. Districts are still required to have test security procedures on file to address all the requirements outlined in Appendix B of the *Procedures Manual* (beginning on page 259). Note: The logistics for this year's test administrations may require some changes in district procedures; while districts may choose to document these changes, MDE does not require that test security procedures are updated to reflect them.

- **Testing Calendars**: For this year, MDE recommends that posted district testing calendars reflect larger estimates or windows for when testing days will occur for each grade and subject. These scheduling logistics will be understandably fluid this year, and MDE does not require planned testing dates to be as specific as typically required.

- **ACCESS/MCA Monitoring and MTAS Audits**: MDE will not be completing ACCESS or MCA monitoring visits or MTAS audits this year due to health and safety concerns of having non-district staff present in schools and more flexible scheduling needs of districts. DACs may monitor testing within their districts, if possible, but this is not required; districts should follow their policies and procedures in terms of whether additional staff members are allowed in classrooms.

New Assessment Contact in Statewide Testing

The Statewide Student Assessment and Data Analytics division is pleased to announce a new member of our team. Virginie Sanchez has been hired to fill our District Contact position. Virginie was most recently a District Assessment Coordinator in Minneapolis and will become the primary contact for all assessment-related questions.

As Virginie gets started in her role, members of the team will continue to help with assessment-related questions sent to mde.testing@state.mn.us. As always, it will be a team effort to provide the answers with your questions, especially as we deliver additional guidance for the unique nature of the 2020–21 school year.

We are grateful for Suzanne Hay providing wonderful support to our team and to DACs as we transition the District Contact position.

Odds and Ends

- **Statewide Assessment Guidance Coming Soon**: MDE continues to develop detailed guidance for the administration of ACCESS/Alternate ACCESS and MCA/MTAS this year and anticipates having initial information and clarifications in next week's *Assessment Update*.

- **Precode File for ACCCESS and Alternate ACESS**: Next week, MDE will send the student precode file for ACCESS and Alternate ACCESS to DRC. This file is used to load student information in WIDA AMS for online testing and to create student labels for all paper test materials. It is important to ensure that all English Learners (ELs) are indicated correctly in MARSS by Dec. 16 since MARSS is the source that MDE pulls the information from for the precode file. Note: This deadline may be earlier if your district uses a student information service provider for submitting MARSS.

Upcoming Opportunities

Upcoming DAC Q&A Webinar

The second New DAC Q&A webinar in December will be on Tuesday, Dec. 15, from 2–3 p.m. Register for the New DAC Q&A Webinar.

- Submit your questions for the Dec. 15 New DAC Q&A.

- Prerequisites are the following chapters from the *Procedures Manual*:

  o   Chapter 6 (Overview of Test Administration)

  o   Chapter 7 (Before Test Administration)

  o   Chapter 8 (Test Administration)