AN UPDATE FROM ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT—OCTOBER 13, 2021

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Key Communications with Districts

Please verify that the contact information in the Minnesota Department of Education-Organization Reference Glossary (MDE-ORG) is up-to-date and accurate. If your district has a new District Assessment Coordinator (DAC), please ensure MDE-ORG is updated as soon as possible so they can receive relevant information, including opportunities specifically designed for new DACs.

All contact information in MDE-ORG is updated and maintained by the district's Site Verification Coordinator (SVC), who is listed in MDE-ORG. The SVC maintains the district's contact information within the District and School Site Verification system. Work with the SVC for any necessary changes or updates.

Assessment Update Distribution

MDE sends the weekly *Assessment Update* to all superintendents and directors, DACs, and District Technology Coordinators (DTCs) indicated in MDE-ORG. If there is more than one DAC, they all will be included on the *Assessment Update* distribution list. Any additional staff interested in receiving the *Assessment Update* should email mde.testing@state.mn.us and request to be added to the distribution list.

MDE includes key technology updates and articles in the *Assessment Update*, so it is important that DTCs contact information is accurate. Technology coordinators should pay particular attention to the *Tech Update* section.

Previous updates are posted to the *Assessment Update* page on PearsonAccess Next.

PearsonAccess Next Accounts

Pearson receives DAC and Alternate DAC contact information from MDE-ORG and uses this information to create DAC accounts in PearsonAccess Next within 1–2 business days of receiving it.

If you have been indicated as a DAC in MDE-ORG more than three days ago and you did not receive an automatically generated email from PearsonAccess Next System Message with instructions for logging in to your account, contact Pearson at 888-817-8659 or submit a Pearson help desk request.

Note: While the Training Management System (TMS) is not directly linked to PearsonAccess Next, having a DAC user role provides access to the "Admin" feature in the Training Management System (TMS), which includes the ability to view completed trainings and document group trainings for all users in the district or school. From January to March, PearsonAccess Next account information for DACs is added to the TMS every week. For the rest of year, DAC PearsonAccess Next account information is added to the TMS every two weeks.

WIDA and WIDA AMS Accounts

In order to complete the required trainings for the ACCESS, Alternate ACCESS, and the WIDA Online Screener, DACs need to have a user account in the WIDA Secure Portal. In order to complete administrative tasks for online testing or the online screener, DACs must have a user account in WIDA AMS. New DACs who need WIDA Secure Portal and WIDA AMS accounts should email mde.testing@state.mn.us. As long as they are indicated as a DAC in MDE-ORG, MDE will approve the request and contact the service providers asking them to create both accounts.

Note: A new DAC should confirm they have already been indicated as the DAC in MDE-ORG before sending their request to mde.testing@state.mn.us.

On Friday, Oct. 15, MDE will send a site file to WIDA AMS with all the current information indicated in MDE-ORG. Within the next couple of weeks, District Testing Coordinators (DACs) and District Technology Coordinators will receive a notification email that WIDA AMS accounts have been updated for the current school year. Users will then be able to verify that the 2021–22 Administration is available in the WIDA AMS Administration dropdown menu. Please contact DRC Customer Support at WIDA@DataRecognitionCorp.com or 855-787-9615 with any questions.

Who to Contact

The following information can be used as a quick reference for who to contact with questions or for more information.

- Contact MDE English Learner Programs at mde.el@state.mn.us for support on the WIDA Screener

- Contact MDE Academic Standards, Instruction and Assessment at mde.testing@state.mn.us or 651-582-8674 for:

  o Final assessment results

  o Testing calendar and scheduling

  o Minnesota test administration policies and procedures

  o Creation of a DAC account for WIDA and WIDA AMS

  o New DAC information and resources

  o *Assessment Update* distribution list

  o Accommodations, linguistic supports, general supports, and decisions for alternate assessments

  o Training requirements

- Contact DRC Customer Service at WIDA@datarecognitioncorp.com or 855-787-9615 for:

  o User management in WIDA AMS

  o Completing tasks in WIDA AMS

- Contact WIDA at help@wida.us or 866-276-7735 for:

  o Preparing students for ACCESS and Alternate ACCESS testing

  o Staff training/quizzes

- Contact Pearson at 888-817-8659 or submit a Pearson help desk request for:

  o Navigating in PearsonAccess Next

  o PearsonAccess Next user accounts

  o Technology requirements/issues for TestNav*

  *Note: If you have any questions about technology, you can request assistance from the Level 2 technical team when contacting Pearson. If you call Pearson, the person answering the call will still collect some initial details before transferring the call. You may also utilize Pearson's Technology Office Hours and schedule a one-on-one virtual meeting with one of Pearson's Field Service Engineers.

District Test Security Procedure Reviews

Each year, districts are required to have a district test security procedure in place addressing how test security procedures will be implemented in the district for all statewide assessments. Districts may create their own

procedure or use the template available on the [Policies and Procedures page](#) of PearsonAccess Next. The full list of procedures required starts on page 272 of the *Procedures Manual*.

MDE reviews a sampling of districts' test security procedures each year and provides feedback. The rubric that MDE uses to evaluate these procedures is on page 290 of the *Procedures Manual*. Districts are randomly selected, and DACs at selected districts will be contacted in mid-October with a request for a copy of their district test security procedure. If your district is not contacted for an MDE review, ensure your district's test security procedure is in place before testing begins for 2021–22.

DAC Webinars and Trainings for 2021–22

The *MDE District Assessment Coordinator Webinars and Trainings* document has been posted to the [District Resources](#) page (under the District Assessment Coordinator Resources expandable heading). It includes dates for fall 2021 planning. Additional trainings will be added as dates are determined. Detailed information, links to prerequisites, and registration information for all trainings listed will be provided in the weekly *Assessment Update* in advance of the upcoming trainings.

Register Now for the COMPASS Overview Webinar on Wednesday, Oct. 20

Minnesota school districts, charter schools, tribal schools, and nonpublic schools are invited to attend the initial webinar on [COMPASS](#), the new statewide system to support student learning recovery as we navigate another school year impacted by COVID-19. The webinar will be held on **Wednesday, Oct. 20 from 9:30–11 a.m.** and will provide an overview of the goals for the system, and the offerings that will be available throughout this school year. Registration is required for the webinar. Use this [COMPASS interest form](#) to let us know if you'd like to receive additional information about COMPASS, and register for the webinar on Oct. 20.

The first supports for schools available through COMPASS will be available in November, beginning with a two-part Minnesota Multi-Tiered System of Supports Frame Work Overview webinar.

School leaders are encouraged to share information about the upcoming trainings with their staff. Any school staff who would like to learn more about COMPASS and its upcoming learning opportunities can [sign up using this COMPASS interest form](#).

PearsonAccess Next Search Feature

A search feature is now available on the home page of the PearsonAccess Next website. Users select the Search tab along the top row to navigate to the Search page. (Note: You may need to refresh your page or clear your browser's cache to see the Search tab.)
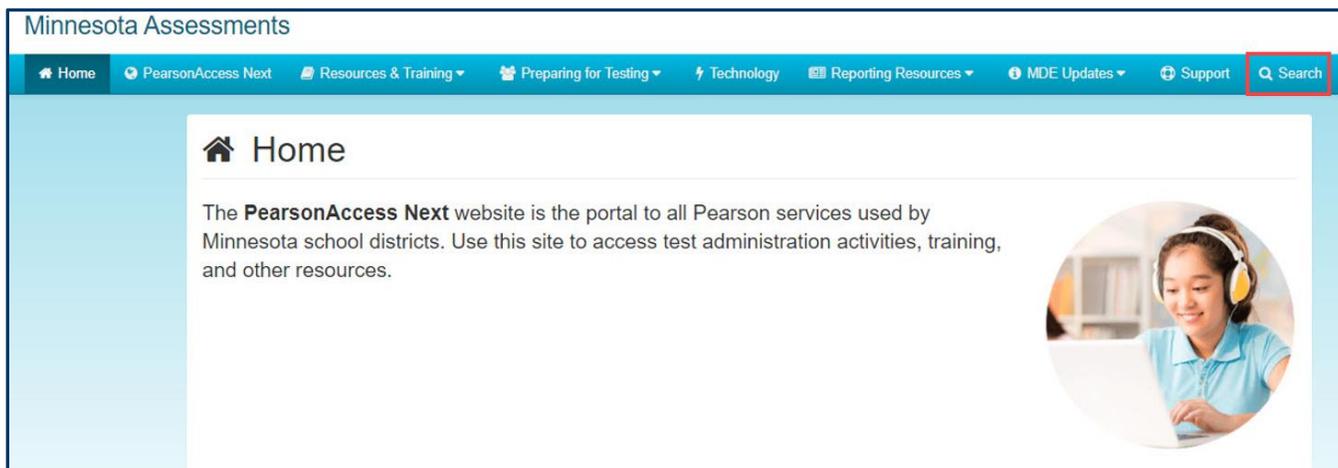
In the search text box, enter key words and phrases to find resources posted to PearsonAccess Next that meet the search criteria. Resources containing the key words or phrases within the document title appear first in the search list, followed by resources with the key words or phrases within the document text. Select the document hyperlink to open the document in a new tab. Use the Find function (Ctrl+F, Command+F) to search for those key words or phrases within the document.

This search feature has replaced Avocet. Pearson has removed links to Avocet on PearsonAccess Next and will no longer post updated documents to that site.

Dyslexia Screener Survey Request

The article below will also be included in the *Superintendent's Mailing*.

Statute 120B.12 requires MDE to publish a list of recommended dyslexia screeners on an annual basis. MDE will be reviewing the screeners currently on the recommended list (Acadience Reading, AimsWeb, DIBELS, FAST, STAR) as well as NWEA MAP. If your district is **currently using** a screener other than those listed above, and it measures all of the following: *phonemic awareness*, *decoding (real or nonsense words)*, *letter-naming fluency and oral reading fluency*, please submit the name of the screener and the publisher to MDE for review. **The deadline to submit is Oct. 29**. The complete list of selection criteria is included below.

Please note: MDE will also review screeners appropriate for secondary students. Therefore, please submit the names of screening tools that you are **currently using** with secondary students.

The updated list of recommended screeners is scheduled to be published in January 2022. If you have questions, please contact Amy Schulting.

Recommended Universal Screening Tool List Criteria and Selection Process

1. **Screening Tool Requirement**: The screening tool measures indicators of dyslexia in the elementary grades as described in Minnesota Department of Education (MDE) screening guidance. Indicators must include: *phonemic awareness, decoding (real or nonsense words), letter-naming fluency and oral reading fluency*. Subtests will vary by grade level.
2. **Use in Minnesota**: Demonstrated use in Minnesota as indicated by self-reported submissions in compliance with Minnesota Statutes, section 120B.12.
3. **Criteria for Administration**: The screening tool can be administered by a wide range of staff following standardized administration procedures. Specific licensure such as reading specialist, speech-language pathologist, school psychologist, etc., is not required.
4. **Adequate Validity, Reliability, and Classification Accuracy**: The screening tool must have adequate evidence of classification accuracy. In addition, the tool must demonstrate adequate validity or reliability as reported by the vendor or a national organization providing annual review of assessment instruments (e.g., Center on Response to Intervention).
5. **Norming Population Defined**: The screening tool manual includes an explanation of the population used to norm the screening tool. Districts are encouraged to review this information to determine if the norming population matches their student population.
6. **Timeline of Review**: Revision of the MDE list is completed annually to add any additional screening tools using this process. This review will begin in October of each year. Results will be finalized by January of the following year.
7. **Process Review**: This process will be reviewed annually.

SIS and Data Warehouse Preliminary Data Extracts

For the spring 2022 test administrations, Pearson has received commitments from the following SIS and Data Warehouse vendors to receive regularly scheduled extracts of preliminary test result data for the MCA and MTAS during the testing window and/or final assessment results data. This will allow vendors to load the data directly into their system for districts who enter into a data sharing agreement with their associated vendor and MDE.

- cmERDC (Viewpoint)

- Illuminate Education (eduCLIMBER, IO Education, SchoolCity)

- JMC Inc.

- Sourcewell Technology

- Peridot Solutions (LearnersEDGE)

- PowerSchool/Hoonuit

Data Sharing Agreement

A data sharing agreement will be required between the district and their SIS or data warehouse vendor and filed with MDE. The agreement will be provided to districts by the SIS or data warehouse vendor and a scan of the signed data sharing agreement must be on file with MDE by Jan. 31, 2022.

The data sharing agreement includes the option of receiving preliminary data, final data, or both. A separate data sharing agreement will be needed if a district has more than one vendor.

SIS and data warehouse vendors can contact Pearson for more information at 888-817-8659 or submit a help desk request.

Odds and Ends

Virginie Sanchez, who answers the majority of the phone calls and emails districts have about testing, will be out of the office Oct. 20–22. During this time, other assessment staff will be answering questions from districts sent to mde.testing@state.mn.us, and you may see a delayed response time.

Upcoming Opportunities

Apply for the Mathematics Standards Review Committee

The application for and details on participating in the 2021–22 Minnesota Academic Standards Mathematics Review Committee are posted on the MDE Mathematics page. The deadline for application is **this Friday, Oct. 15**.

Committee members will be announced Oct. 25 on the MDE Mathematics page. If you have any questions, please contact Doug Paulson at mde.academic-standards@state.mn.us.

WIDA Webinars

The *Pre-Testing: Test Scheduling* will be held on Oct. 19, from 1–2 p.m. This webinar will provide information on scheduling paper and online testing, grouping students, timing of tests, scheduling practice tests, and scheduling a room. Join the Pre-Testing: Test Scheduling webinar.

Note: Recordings for WIDA Webinars are posted to the WIDA Secure Portal on the Webinars page within a week of the presentation.

Virtual New DAC Orientation

The Virtual New DAC orientation is spread across three days for a few hours each day. DACs should sign up for all three sessions, as each session will provide different information. Refer to the *Sept. 29, 2021 Assessment Update* for more details on topics and prerequisites.

MDE recommends that DACs attend the live sessions, if possible, as they will include interactive information sharing as well as time to discuss topics with colleagues. However, the presentation will be recorded for each day's sessions if participants are unable to attend all three sessions live.

Registration

Registration links for each session are below. Details for joining the webinar will be provided once participants register. Contact mde.testing@state.mn.us to request a reasonable accommodation to participate in this event.

- Register for Session 1, Tuesday, Oct. 26, 9–11 a.m.

- Register for Session 2, Wednesday, Oct. 27, 9–11 a.m.

- Register for Session 3, Thursday, Oct. 28, 9–11:30 a.m.