

AN UPDATE FROM ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT — OCT. 4, 2023

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District Testing Calendar Reminder

Districts are required to post a comprehensive testing calendar on the district website; this information may also be posted on school-level websites if the district chooses. The calendar must be published at least one week prior to any eligible assessments being administered, but no later than Oct. 1, which is a change due to state legislation passed this year. Districts may choose how to display the information (for example, in a chart or a calendar format), but it should be presented in a way that is as easy to access as possible. Core requirements for the information that must be included on the district testing calendar have not changed and are detailed in Chapter 6 of the [Procedures Manual](#).

If a district has not yet established specific dates when students will be testing, MDE recommends using previous years' timeframes as a starting place and then updating them as testing schedules are known or changed. Districts should keep their testing calendar up to date throughout the school year.

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Deadline for MCA and MTAS Late Score Entry or Rescore Requests

The deadline for late score entry or rescore requests for spring 2023 MCA and MTAS testing is Oct. 11.

The *Request for Late Score Entry Form* can be found on page 288 of the [Procedures Manual](#). These requests can be made if a district did not enter a student's MTAS scores or responses from an MCA paper test book in PearsonAccess Next during the testing window. Contact Pearson at 888-817-8659 or [submit a Pearson help desk request online](#) with further questions. Note: For late score entry requests received at this time, students will not receive an Individual Student Report (ISR), but districts can request that Pearson provide an On-Demand Report for the student.

A rescore may be requested when a parent/guardian or school district staff disagrees with the final score a student received (typically for an MCA paper administration). Note: Items for online administrations are reviewed multiple times before and during testing for scoring accuracy and unanticipated responses. Because of MDE's rigorous item review process, a rescore is highly unlikely to result in a score change for an individual student. If a discrepancy is found for an online item during a scoring review, scores will be updated for all affected students. DACs must email mde.testing@state.mn.us with the student's MARSS/SSID number and the rationale for requesting a rescore, and MDE will review the request. If approved, the cost for rescoring a test is \$125 per test. A rescore does not include test or score code changes (INV, NC, REF-S, etc.).

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New Resource: Using Statewide Assessment Data to Make Instructional Decisions

With the release of Benchmark Reports and MCA data from last spring, leaders and educators at your school might be interested in reviewing Module 9 from the Minnesota Data and Assessment Literacy (MnDAL) course for teachers: [Using State Summative Assessment Data for Instructional Decision Making](#). This module contains two articles and two activities for teachers to explore how Benchmark Reports, the Minnesota Questions Tool, and MCA data can be used to inform decision-making in ways that are supported by the intended purpose and use of the assessments, within a balanced assessment system.

Learning Goals

- Gain familiarity with Minnesota state summative assessments and how they can be used at the classroom level.
- Gain an understanding of the available results and resources from the Minnesota state summative assessments.
- Understand the types of MCA assessment questions and determine potential areas for student support.

Success Criterion: Teachers can appropriately use score reports for instructional planning.

This module can be completed individually by teachers and leaders, or specific articles or activities within the module can be downloaded to be used in professional learning days or PLC meetings.

To access the materials in Module 9, click on the link above, which will bring you to the MDE Canvas page. If you are not yet enrolled in the MnDAL course, select the "Join this Course" radio button. If you do not have an MDE Canvas account, select the "I am a new user" radio button, and you will be prompted to enter your email, first

and last name, and agree to the Acceptable use policy. Lastly, select “Go to the Course” to access the module content. Note: You will receive an email asking you to finish setting up your account, by creating a password for future logins.

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MDE Employment Opportunity: Literacy Data Specialist

The Data Practices and Analytics division is currently seeking a Literacy Data Specialist to support the Literacy Unit with high quality, accurate, relevant, and timely data collection and quantitative analyses.

If you are interested (or know someone who may be interested) in a new and challenging opportunity, consult the position description and application instructions on the State of Minnesota Careers website. The Job ID is 69877, and the posting is open until Oct. 19. Visit the [State of Minnesota Careers](#) website for more information and to apply.

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Learning Management System (LMS) Login

The Learning Management System (LMS) is now available to district and school staff to complete training courses. As a reminder, Learners with an active PearsonAccess Next account were automatically loaded into the LMS. Learners without a PearsonAccess Next account will need to self-register an LMS account. Whether loaded from PearsonAccess Next or self-registering an LMS account, Learners will also need to register with Adobe before accessing the LMS. The LMS can be accessed from the PearsonAccess Next [Training](#) page. A number of resources for logging in and using the LMS are available on the Training page and within the LMS in the Training catalog.

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MDE Newsletters

The Minnesota Department of Education’s Division of Academic Standards, Instruction and Assessment has a mission to promote and support educational equity by producing a system of tools and resources that build capacity to ensure a well-rounded education. A key component in building that system of tools and resources is examining and improving our communication and outreach. We want to remind everyone of the newsletters developed on regular basis.

Academic Standards, Instruction and Assessment Newsletter: This is a semiannual newsletter, sent in March and October of each year to all Curriculum Directors and District Assessment Coordinators in the Minnesota Department of Education Organization Reference Glossary (MDE-ORG) in an effort to articulate Minnesota’s road map toward standards implementation. Our division intends for this newsletter to help strengthen schools and districts in their implementation of the Minnesota K–12 Academic Standards and the WIDA English Language Development Standards. Its articles will cover all content areas and will strive to support local,

balanced, and comprehensive assessment systems. Please feel free to forward this newsletter to other leaders in your district, charter, or school who might be interested in it. [Subscribe to the Academic Standards, Instruction and Assessment Newsletter.](#)

Educator Edition: This is a monthly newsletter. The target audience of the *Educator Edition* is educators and curriculum directors. All Curriculum Directors in MDE-ORG and prior recipients of the Testing 1, 2, 3 newsletter automatically receive the monthly *Educator Edition*. Information in *Educator Edition* provides timely information to educators regarding standards-based instruction resources, including professional development opportunities. [Subscribe to the Educator Edition newsletter.](#)

Assessment Update: All District Assessment Coordinators (DACs) and District Technology Coordinators in MDE-ORG automatically receive the weekly *Assessment Update*, which focuses on key reminders and updates related to DAC responsibilities and the statewide assessment process from administration through reporting. If other staff would like to receive the *Assessment Update*, they should send their name, email address, and district name to mde.testing@state.mn.us.

Previous versions of all three newsletters are available on the [PearsonAccess Next](#) website under MDE Updates by selecting the applicable newsletter.

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Upcoming Opportunities

Learning Management System (LMS) Office Hours

Pearson will hold office hours with District Assessment Coordinators (DACs) to review the LMS and answer DAC questions. The webinar provided last week was recorded and will be posted to the LMS on Friday, Oct. 6. Registration links and office hour descriptions are in the following table. Prior to the office hours, please review the available resources and practice navigating through the system. For additional questions, please enter questions in this [online form](#) which will be reviewed during the call.

DATE AND TIME	TOPIC	REGISTRATION LINK
Thursday, Oct. 5 10–11 a.m.	LMS Office Hour #1: Questions from LMS Q&A form, logging into the LMS, LMS walkthrough and navigation, assigning/enrolling in courses, completing a course, Q&A	Register for LMS Office Hour #1
Thursday, Oct. 12 10–11 a.m.	LMS Office Hour #2: Questions from LMS Q&A form, badges, running reports, Q&A	Register for LMS Office Hour #2

DATE AND TIME	TOPIC	REGISTRATION LINK
Thursday, Oct. 19 10–11 a.m.	LMS Office Hour #3: Questions from LMS Q&A form, marking learners complete, running reports, Q&A	Register for LMS Office Hour #3

New DAC Orientation (repeat)

As communicated in recent *Assessment Updates*, MDE will host three virtual sessions of New DAC Orientation on Monday, Oct. 9, Tuesday, Oct. 10, and Wednesday, Oct. 11 from 9–11 a.m. Please attend all three sessions. [Register for the virtual training](#). If you are unable to attend any of the sessions, prerecorded videos of the three sessions will be posted to the Learning Management System (LMS) on Friday, Oct. 13. Please note: MDE aims to deliver our presentations in a way that will be accessible for our participants. If you anticipate needing accommodations, contact mde.testing@state.mn.us. MDE requests a two-week advance notice to provide accommodations and 48-hour notice to cancel them. If the request comes within two weeks of the event, MDE will still make an effort to provide the accommodation.

WIDA and DRC October Q&A Webinars (repeat)

WIDA and DRC will be hosting the following webinars in October:

- **Pre-Testing: Technology Installations Part 1**, Oct. 10 at 1–2 p.m.
- **Pre-Testing: Technology Installations Part 2**, Oct. 12 at 1–2 p.m.
- **Pre-Testing: Test Scheduling**, Oct. 17 at 1–2 p.m.

More information, including the webinar link, can be found in the [WIDA Secure Portal](#) on the Webinars page. The recordings for WIDA Q&A Webinars are posted to the WIDA Secure Portal on the Webinars page within a week of the presentation.

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Minnesota Department of Education

education.mn.gov > District, Schools and Educators > Teaching and Learning > Statewide Testing

If you have any questions or want to unsubscribe, please send an email to mde.testing@state.mn.us.