AN UPDATE FROM ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT—APRIL 6, 2022

QUICK LINKS	IMPORTANT DATES
- MDE Feedback Survey - April Q&A Webinar for New DACs: Save the Date - Invitation to Minnesota Science Teachers – Submission Date Correction - Students Missing in PearsonAccess Next - MCA/MTAS Reminders - COMPASS Updates - Planned DRC Outage - Upcoming Opportunities - Tech Update	*May 3 (noon): Deadline for ordering additional Reading and Mathematics MCA, and Reading, Mathematics, and Science MTAS test materials* *May 10 (noon): Deadline for ordering additional Science MCA test materials* *May 6: Last day of the Reading and Mathematics MCA, and Reading, Mathematics, and Science MTAS testing window* *May 13: Last day of the Science MCA testing window*

MDE Feedback Survey

On April 11, MDE will email DACs a link to a DAC feedback survey. This survey is focused on MDE resources and trainings as well as reporting-related tasks. The responses will help drive the discussions we will have during the MDE and DAC Coffee Break and Sharing on May 24 from 2–3 p.m. and help MDE prioritize and adjust resources and training for future years. Please plan to set aside some time during the survey window (April 11–29) to provide your feedback. The survey should take approximately 10 minutes or less to complete.

Back to Top

April Q&A Webinar for New DACs: Save the Date

The April New DAC Q&A webinar will be held on Tuesday, April 26, from 2–3 p.m. It will focus on entering and verifying reimbursement requests in the Graduation Requirements Records (GRR) system. General questions about MCA and MTAS test administration will also be addressed. Experienced DACs are also welcome to attend.

The following GRR resources are the prerequisites: the *Graduation Requirements Records (GRR) User Guide* and the *MDE Graduation Requirements Records (GRR) Training*, which is posted in the Training Management System (TMS) on the District Assessment Coordinator tab under the MDE Recorded Webinars category.

Note: Q&A webinars are intended to provide a conversational setting where new DACs can receive support on existing resources and upcoming tasks. Q&A webinars are not recorded as they are not trainings and do not provide any new content, as all answers are available in the prerequisites.

Invitation to Minnesota Science Teachers – Submission Date Correction

Science teachers and educators interested in being part of this year's MCA-IV Building Capacity for Science Assessment: Science MCA-IV Item Writing Workshop (4.5 days total) can express their interest by entering their contact information online by **April 12** (previously announced as April 22).

For more information, contact Jim Wood (Jim.Wood@state.mn.us) or Judi Iverson (Judi.Iverson@state.mn.us), MDE Science Assessment Specialists.

Students Missing in PearsonAccess Next

Students must be registered for the correct tests in PearsonAccess Next before they can be added to test sessions or assigned for MTAS data entry. Information for all students enrolled in a district or school is sent nightly to Pearson in precode files throughout the testing windows.

If a student is missing in PearsonAccess Next, first verify the student's information in Test WES under Precode Student Eligibility. Enter the student's MARSS/SSID number to check on the following possibilities:

- If blank demographic fields appear when you enter the MARSS/SSID number, either there is an issue with the student record in MARSS, or the student has not been submitted in MARSS. Work with your MARSS Coordinator to correct any issues and resubmit MARSS data.

- The student record is being sent in precode for another district or school. The first column appearing in the Precode Eligibility table (at the bottom of the screen) is the district/school where the student record is being sent in precode. If the student is dual-enrolled, verify which district or school will be testing the student and manually change the school where the student will be testing, as needed, by selecting "Add" on the student's information.

- The student record has not yet been sent in precode to Pearson. If a student was recently submitted in MARSS, or if a change in Precode Student Eligibility was made recently, the record may not have been sent to Pearson yet. The last column appearing in the Precode Eligibility table (at the bottom of the

screen) indicates whether the testing record has been delivered to PearsonAccess Next or not. When changes are made through a MARSS update, the student information and test eligibility is typically available in PearsonAccess Next two business days after MARSS is submitted.

More information is included in the *2021–22 Test WES Precode User Guide*.

MCA/MTAS Reminders

Data Entry for MCA and MTAS

Data entry is the process used by district staff to enter student responses from MCA paper test books in TestNav and from MTAS Data Collection Forms in PearsonAccess Next. **Pearson does not score paper test materials for MCA and MTAS**. Therefore, in order for those tests to be scored, it is the district's responsibility to enter these responses online for scoring.

MCA data entry is done in TestNav during the testing window. For test security purposes, TestNav can only be accessed for entry of student responses during the hours of 6 a.m.–7 p.m. on weekdays throughout the testing window. Refer to the *MCA Data Entry User Guide* for more information.

MTAS data entry is done in PearsonAccess Next during the testing window. MTAS data entry is not restricted to the 6 a.m.–7 p.m. window referenced above. Refer to the *MTAS Data Entry User Guide* for more information.

Note: In order for students to be loaded in PearsonAccess Next for data entry, any MARSS enrollment updates must be submitted at least two business days in advance. Once MARSS is submitted to MDE, that data is gathered overnight and is available the next business day in Test WES for district to make edits (e.g., test assignments or accommodations linguistic support) before it is sent to Pearson. MDE recommends against waiting until the end of the testing window to enter students responses online for scoring.

Moving Into or Out of the District During Testing

Districts should attempt to test all students who are enrolled during the testing window. If a student moves during the testing window and has not tested in their former district, the new district should test the student.

If a student moves to a new district and has not started the MCA or MTAS, the student's test eligibility will automatically move to the new district when updated MARSS data is submitted and sent to Pearson through the precode files. No additional action is needed. However, if a student moves to a new district and the test has already been started or completed, the student's test will not automatically move. Districts can use the *Student Test Not Associated with the Student Organization* operational report in PearsonAccess Next to display student tests that have been started or completed at a different district or school, and to verify if DACs need to contact Pearson to move a started test.

Refer to the *MCA Online Testing User Guide* for more information on accessing this operational report. More information on students moving into or out of the district during testing is available on pages 197–199 of the *Procedures Manual*.

COMPASS Updates

Data and Assessment Literacy is a fundamental component of creating strong schools. Through COMPASS, MDE will be providing opportunities for continued learning and professional development for school leaders around using data and assessments to improve student outcomes. MDE has created a balanced and comprehensive assessment systems overview document (under the Resources heading) to get schools started with the work to evaluate and improve their current assessment systems. School leaders can gain initial support in developing balanced and comprehensive assessment systems through the Multi-Tiered System of Supports (MnMTSS) courses and cohorts. Hands-on support for developing these systems will be available in new COMPASS Pathways: Data and Assessment Literacy and will be announced in the coming weeks.

School leaders who are interested in joining the next round of COMPASS Pathways: MnMTSS, which include a six-session course or a course and cohort group to develop and implement a local MnMTSS. The interest form will close at midnight on Friday, April 15. Learn more about these opportunities on the COMPASS page of the MDE website.

Planned DRC Outage

Please refer to the Tech Update section below for information on an upcoming WIDA AMS outage.

Upcoming Opportunities

MDE Employment Opportunity: SLEDS and MSS Coordinator

The Data Practices and Analytics division is currently seeking a coordinator for the Statewide Longitudinal Education Data System (SLEDS) and the Minnesota Student Survey (MSS).

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 and apply by Apr. 7. The Job ID is 54008.

Tech Update

Planned DRC Outage

WIDA AMS Services may be unavailable for approximately 60–90 minutes on April 7, starting at 8 p.m.