

AN UPDATE FROM ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT— APRIL 12, 2023

QUICK LINKS	IMPORTANT DATES
<ul style="list-style-type: none"> Alternate ACCESS Field Test Important Dates for Results Release District Monitoring of Test Administration Graduation Requirements Records (GRR) System Available 	<p>May 2 (noon) <i>Deadline to order additional MTAS (all subjects) and Mathematics and Reading MCA paper tests materials in PearsonAccess Next</i></p> <p>May 5 <i>End of the MTAS (all subjects) and Mathematics and Reading MCA testing window</i></p> <p>May 9 (noon) <i>Deadline to order additional Science MCA test materials in PearsonAccess Next</i></p> <p>May 12 <i>End of Science MCA testing window</i></p>

Alternate ACCESS Field Test

The Alternate ACCESS field test window closes on **April 17**. The deadline for shipping completed materials is **April 19**. For more information on returning field test materials, consult the *Alternate ACCESS Field Test - Test Administrator Manual*, which is posted on the Resources page of the [WIDA Secure Portal](#) (login required).

As a reminder, please encourage anyone who administered the field test in your district to take [WIDA’s field test feedback survey](#). All sites who administered the field test will receive a pre-release PDF copy of the Alternate Can Do Descriptors sent via email from DRC in early May.

[Back to Top](#)

Important Dates for Results Release

The 2022–23 *Important Dates for Results Release* have been finalized and posted to the [Policies and Procedures](#) page of PearsonAccess Next. This document contains all final assessment and accountability reporting tasks and dates for the ACCESS, Alternate ACCESS, MCA, and MTAS. If you cannot see the updated document, please refresh the page and/or clear your cache.

[Back to Top](#)

District Monitoring of Test Administration

MDE requires District and School Assessment Coordinators (or any of their designated, trained staff) to conduct random, unannounced observations of testing rooms to confirm adherence to state and district policies and procedures by Test Administrators, Test Monitors, and other staff. This requirement applies to both ACCESS and MCA administrations. Similar observations can be conducted for other aspects of test administration, like inventorying and organizing secure test materials, distributing test materials on the day of testing, and preparing technology for online testing.

Districts can use the *Minnesota Statewide Assessments Monitoring List* in Appendix C of the [Procedures Manual](#) or develop their own list as long as it reviews all of the components provided in the *Procedures Manual* list. It is up to the district to determine how many schools and testing rooms to observe. This local requirement for district monitoring is not the same as when MDE conducts its random site monitoring visits, although they are done with the same monitoring list.

Monitoring of individual administrations (such as MTAS) is not required, but districts may include them in applicable portions of their monitoring, if desired.

[Back to Top](#)

Graduation Requirements Records (GRR) System Available

Maintenance of the GRR system, which is used by district to request reimbursement for students participating in college entrance exam after student results have been received, is complete. Districts can once again access it to submit requests for reimbursement. After requesting reimbursements for applicable students, districts should carefully review the Claimed Student Detail Report and Estimated Student Amount Report under Reimbursement Reports in GRR for accuracy.

An updated *Graduation Requirements Records (GRR) User Guide* will be posted on the [Graduation Requirements Records \(GRR\)](#) page of the MDE website at a later date. In addition, a recorded training will be posted to the [Training Management System \(TMS\)](#) and the Q&A webinar will be rescheduled. When the updated resources are available and the Q&A has been rescheduled, MDE will inform districts by including an article in the *Assessment Update*.

[Back to Top](#)

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Minnesota Department of Education

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