

AN UPDATE FROM ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT—MAY 10, 2023

QUICK LINKS	IMPORTANT DATES
<ul style="list-style-type: none"> • Science MCA Online Testing and Data Entry Deadlines • District Options in Test WES • May Q&A Webinar • MDE Survey • 2023 Minnesota PearsonAccess Next Survey • Late Score Entries for MCA and MTAS • Returning Secure Test Materials (repeat) • MCA Student Readiness Tools (SRTs) Feedback Form • Upcoming Opportunities 	<p>May 12 <i>End of Science MCA testing window</i></p>

Science MCA Online Testing and Data Entry Deadlines

This Friday, May 12, is the close of the testing window for Science MCA. All online testing for Science MCA must be completed by 5 p.m. **this Friday, May 12**. All student responses in Science MCA paper or braille test books must be entered in TestNav by 7 p.m. **this Friday, May 12**.

Manually Adding Students and Updating Information in Test WES for the Science MCA

Tomorrow, Thursday, May 11, is the last day to complete the following changes in Test WES:

- Add students manually to your precode file.
- Change the send indicator for high school Science MCA.
- Indicate accommodation/linguistic support codes.

Note: Students who participated in the Science MCA using a paper test book with a script accommodation must have the MS code AND the test book code (12, 18, or 24) entered in Test WES in order to add the

student to a Data Entry test session. When students only have MS indicated in Test WES, they are expected to participate in the online Science MCA with a script.

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District Options in Test WES

Tomorrow, Thursday, May 11, is the last day for districts to indicate whether they want to receive student results labels and paper copies of ISRs for MCA/MTAS. The default selections are:

- Do not send student results labels
- Send paper copies of the ISRs for distributions to families.

Districts must change the option by selecting the other radio button in Test WES by the end of the day **tomorrow, Thursday, May 11**, if they want to receive student results labels and/or not receive paper copies of MCA/MTAS ISRs. **New this year:** Districts will be able to print student results labels from PearsonAccess Next.

Refer to the *Test WES Pretest Editing User Guide*, posted on the [Test WES](#) page of the MDE website for additional information.

Note that there is no option to opt out of paper ISRs for ACCESS/Alternate ACCESS.

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May Q&A Webinar

MDE will host a virtual Q&A session for DACs on Tuesday, May 23, from 2–3 p.m. and will focus on Posttest Editing and other after testing tasks. New and experienced DACs are welcome to attend. Register for [May Q&A Session](#). Details for joining are provided once participants register.

The prerequisite for the May Q&A session is the following:

- Chapter 10 (After Test Administration) of the [Procedures Manual](#), focusing on MCA and MTAS
- Posttest Editing Training, which will be posted on the TMS on May 12.

MDE collects questions from DACs prior to the event to help prepare and find relevant resources to share. After completing the prerequisites, please [submit questions for the May Q&A Session](#). Q&A Sessions will not be recorded nor will CEUs be provided as these sessions are an additional support rather than a training event.

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MDE Survey

On Monday, May 8, MDE sent out an email to DACs with a link to a [DAC feedback survey](#). This survey is focused on MDE trainings and communication with DACs, and survey responses will help MDE make improvements to trainings for future years. Please plan to set aside 5–10 minutes to provide your feedback. The survey window will be open May 8–26.

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2023 Minnesota PearsonAccess Next Survey

Please share this information within your district, as needed.

To evaluate and improve its system and resources to better meet customer needs, Pearson will be emailing a PearsonAccess Next survey to all staff with a PearsonAccess Next user account on Tuesday, May 16. The survey will be tailored by user role: District Assessment Coordinator, Assessment Administrator, Test Monitor/Data Entry, and MTAS Score Entry. Note: If the user has multiple user roles in PearsonAccess Next (that is Test Monitor/Data Entry and MTAS Score Entry user roles), the user will receive multiple surveys. The survey will take about 5 to 10 minutes to complete and will close on Friday, May 26.

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Late Score Entries for MCA and MTAS

If student responses in MCA paper test books or score data for MTAS were not entered during the testing window, districts can contact Pearson to arrange for a late score entry. There is a \$200 fee for late score entry for up to 10 students after the close of the applicable test windows. Refer to the *Late Score Entry of MCA Student Responses or MTAS Data* information on page 225 of the [Procedures Manual](#) for instructions regarding the return of late score entry materials. The *Late Score Entry Form* can be found on page 261 of the *Procedures Manual*.

Pearson must receive all *Request for Late Score Entry Forms* and **related testing materials** (for example MTAS Data Collection Forms, paper test books with student responses) **no later than noon Wednesday, May 24**, to ensure the late score entry can be completed.

Requests for a late score entry made after May 24 will not be entered in time for districts to verify the records during Posttest Editing, be included in accountability calculations, and there will be no Individual Student Report (ISR) produced for these students. Pearson will continue to accept and enter late score requests until Oct. 13.

Identifying Late Score Entries and Test Materials

It is important that the need for a late score entry request is identified as soon as possible (by verifying with school staff, or checking that all students have scores in On-Demand Reports, for example).

- If you have not returned test materials, it is important that test materials related to late score entry requests be shipped directly to the Minnesota Program Team (2510 North Dodge Street, Iowa City, IA 52245).
- Materials that have already been shipped back by the district using the normal UPS return process are sent to Pearson’s warehouse. If you have already sent materials to Pearson’s warehouse, it is important that you request a late score entry as soon as possible. The Pearson Minnesota Program Team will work with warehouse staff to identify and gather these materials; however, there is no guarantee the materials will be located and entered in time for Posttest Editing.

Late Score Entries in Posttest Editing

The table below provides the dates when data entered through the late score entry process will be available in Posttest Editing. There are no additional data loads in Posttest Editing for ACCESS and Alternate ACCESS.

DATE AVAILABLE IN POSTTEST EDITING	READING AND MATHEMATICS MCA	SCIENCE MCA	ALL SUBJECTS MTAS
By May 30	Late score entry requested May 8–17 (noon)	Late score entry requested May 15–17 (noon)	Late score entry requested May 8–17 (noon)
By June 6	Late score entry requested May 18–24 (noon)	Late score entry requested May 18–24 (noon)	Late score entry requested May 18–24 (noon)

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Returning Secure Test Materials (repeat)

Secure test materials must be returned to Pearson via UPS after the tests are administered and student responses and MTAS data are entered online. These secure test materials do not need to be held until the end of the testing window if testing is complete. Note that MTAS Learner Characteristics Inventory (LCI) and Data Collection Forms must stay on file at the district for one year.

To ensure materials are received by the deadline, work with your schools to confirm that all materials are returned in a timely manner. Depending on your process, materials at schools may be sent to the district for return or directly to Pearson. All materials must be shipped no later than May 15.

For more information, access the [Returning Secure Test Materials](#) document. For questions, contact the Pearson help desk at 888-817-8659 or [submit a Pearson help desk request online](#).

Note: Pearson does not score any paper test materials. Ensure all MTAS data and student responses from paper MCA test books have been entered in PearsonAccess Next before shipping back the materials.

MCA Student Readiness Tools (SRTs) Feedback Form

Students, staff, and DACs are invited to provide feedback based on their use or review of the Student Readiness Tools (SRTs) through the [SRTs Feedback form](#). This form can also be accessed on the [Student Readiness Tools](#) page of the PearsonAccess Next website or the online SRTs landing page. The feedback form will be available through May 19.

Note: The item samplers and tutorials will be removed from the PearsonAccess Next website on June 30.

Upcoming Opportunities

System Thinking about Assessment and Assessment Inventory Professional Learning Series

Have you been getting questions like, how are MCA and ACCESS results used? Or, why are MCA scores decreasing over the last few years? Communicating about standardized assessment results can be daunting, especially when connecting them to your district's vision for teaching and learning. Add to that a global pandemic, and it can easily feel overwhelming to sort out what exactly these results mean in the context of your local curriculum and instruction goals.

Join us for a three-part series focused on stepping back to take stock of the assessments used in your district, what information they are providing, and how they can tell you more. Save the dates below and register on Zoom for each session to receive a calendar invite. All interested teaching and learning staff, district/school leaders, DACs, and educators are welcome to join!

Assessment Inventory Session 1: Overview of balanced assessment systems and the inventory tool

- [Register for Session 1 held on Tuesday, May 16, 1–4 p.m.](#)
- Description: This session will provide a framework and resources you can bring back to your district in order to complete an assessment inventory.
- Session outcomes:
 - Gain an understanding of recent research calling for more [balanced assessment systems](#) that have clear purpose and produce useful information to continuously guide teaching and learning.
 - Have access to criteria and tools for evaluating your assessments as a system to guide teaching and learning, as well as for evaluating the quality and alignment of interim assessments.

- Gain a clearer understanding about how the information either works together in a coherent system to improve teaching and learning, and/or where there might be gaps or redundancies in the information you are getting from your assessments.

Assessment Inventory Session 2: Using the findings from an assessment inventory to adjust your balanced assessment system

- [Register for Session 2 held on Thursday, Aug. 3, 1–4 p.m.](#)

Assessment Inventory Session 3: Developing a theory of action for your balanced assessment system

- [Register for Session 3 held on Tuesday, Sept. 26, 1–4 p.m.](#)

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ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT

Minnesota Department of Education

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

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