

AN UPDATE FROM STATEWIDE TESTING—OCTOBER 2, 2019

QUICK LINKS

- [New DAC Orientation Preparation](#)
- [Procedures Manual for 2019–20 and Related Documents](#)
- [Reimbursements for College Entrance Exams](#)
- [ACCESS and Alternate ACCESS: Resources and Considerations](#)
- [WIDA Webinar: Test Scheduling](#)
- [Upcoming Opportunities](#)
- [Tech Update](#)

New DAC Orientation Preparation

If you have already registered for the New DAC Orientation, you will soon receive (or already received) an email this afternoon or tomorrow containing additional information and resources including the New DAC Orientation PowerPoint presentation and some handouts. For DACs who register this afternoon or later this week, you should receive an email on Monday with your additional information and resources.

For more information on the New DAC Orientation, including times and registration links, see the *Upcoming Opportunities* article below.

[Back to Top](#)

Procedures Manual for 2019–20 and Related Documents

The *2019–20 Procedures Manual for the Minnesota Assessments* will be posted by Monday, Oct. 7, on the [Policies and Procedures page](#) of PearsonAccess Next.

Note: The 2018–19 version of the *Procedures Manual* is currently available, and it will be replaced when the *2019–20 Procedures Manual* is posted.

The *District Test Security Procedure Template*—an optional resource for districts to use while creating or updating their required district test security procedure—is already available on the [Policies and Procedures page](#).

- The main additions to the test security procedure and template for 2019–20 include the following:
 - A plan for students who have finished testing on a previous day
 - How information about the use and sharing of results while the data is embargoed will be provided to staff
 - The method for how Individual Student Reports (ISRs) will be provided to families
- In addition, minor adjustments were made to the template, including the following:
 - Updated the wording regarding the requirement for district monitoring (to make it clear this is a task done within the district)
 - Revised the *Training and Communication* section for clarity of what needs to be documented
 - Specified wearable technology in the procedure for ensuring students do not use or access cell phones and prohibited devices
 - Removed the information about sharing public results

For 2019–20, MDE will start the review of district test security procedures earlier than previous years. Districts are randomly selected, and DACs at selected districts will be contacted in late October with a request for a copy of their district test security procedure.

Note: The updated *Guidelines for Administration of Accommodations and Linguistic Support* is not yet available as additional guidelines for signed interpretation are being included this year. These guidelines will be available later this fall/winter and announced in the *Assessment Update*.

[Back to Top](#)

Reimbursements for College Entrance Exams

Late last week, MDE issued reimbursements to districts based on their requests—that were completed by Sept. 13—in the Graduation Requirements Records (GRR) system for eligible students who took a qualifying college entrance exam (ACT or SAT). Be sure to let your business office know that the payment was identified with either “REIMBURSEMENT OF ACT/SAT TO DI” or “ACT/SAT REIM,” followed by the date, and a unique number (e.g. ACT/SAT REIM2019-09-26X0000555).

[Back to Top](#)

ACCESS and Alternate ACCESS: Resources and Considerations

IEP and 504 plan teams that are discussing general supports and accommodations for ACCESS and Alternate ACCESS testing must use the [Accessibility and Accommodations Supplement](#) when considering the needs of each student. The *Accessibility and Accommodations Supplement* is available under the Key Resources heading within each training course in the [WIDA Secure Portal](#). Please make sure that relevant EL and Special Education staff know about this resource and how to access it.

For EL students with significant cognitive disabilities, EL staff and IEP teams should use the *Alternate ACCESS for ELLs Participation Criteria Decision Tree*—available on the [Alternate ACCESS for ELLs page](#)—when determining the most appropriate test for each student.

English learners with disabilities should participate in as many domains of the ACCESS or the Alternate ACCESS as possible. If it is impossible to administer the test in a given domain due to the student’s disability (e.g., the listening domain for a student who is deaf), indicate Special Education Deferred (SPD) for that domain. **New for 2019–20:** If the EL staff and the IEP team determine that the SPD code is appropriate for more than two domains, contact MDE at mde.testing@state.mn.us for guidance.

[Back to Top](#)

WIDA Webinar: Test Scheduling

On Oct. 17, WIDA will offer a webinar about scheduling paper and online testing, grouping students, and the timing of the test. [Join the WIDA webinar: Test Scheduling on Oct. 17 at 1 p.m.](#)

[Back to Top](#)

Upcoming Opportunities

New DAC Orientation: Registration

Next week, MDE and Pearson will provide a New DAC Orientation at various locations across the state. Though designed as an introduction for new DACs in their first or second year, other relatively new DACs are also welcome to attend. MDE will provide an overview of the various roles and responsibilities of a DAC, the Minnesota Assessments, relevant MDE systems, available resources, and training opportunities. Pearson will provide information on PearsonAccess Next, TestNav, and reporting resources.

Each in-person session will be from 9 a.m.–3 p.m. with on-site registration beginning at 8:30 a.m. Morning refreshments and a light lunch will be provided. A webinar option for MDE’s portion is also available. Registration links and location details are in the following table.

Monday, Oct. 7, is the deadline to register for both the webinar and in-person sessions.

DATE/TIME	TRAINING AND REGISTRATION	LOCATION/NOTE
Monday, Oct. 7 9:30 a.m.–noon	Register for MDE’s portion of the New DAC Orientation webinar.	Only MDE’s portion of the training will take place on Oct. 7. Pearson’s portion will be posted in the Training Management System as a recorded training.

DATE/TIME	TRAINING AND REGISTRATION	LOCATION/NOTE
Tuesday, Oct. 8 9 a.m.–3 p.m.	Register for the New DAC Orientation in Mankato.	AmericInn by Wyndham – Mankato 240 Stadium Rd. Conference Center – Gallery A Mankato, MN 56001
Wednesday, Oct. 9 9 a.m.–3 p.m.	Register for the New DAC Orientation in St. Cloud.	St. Cloud River’s Edge Convention Center 10 Fourth Ave. S Alexander Bell Room St. Cloud, MN 56301
Thursday, Oct. 10 9 a.m.–3 p.m.	Register for the New DAC Orientation in the Metro.	Delta Hotels Minneapolis Northeast 1330 Industrial Blvd. NE St. Paul Ballroom Minneapolis, MN 55413

WIDA Webinar: Ordering Materials in WIDA AMS

WIDA will offer a webinar about ordering materials, monitoring order status, and confirming shipping address on Oct. 10. [Join the WIDA webinar: *Ordering Materials on Oct. 10 at 11 a.m.*](#) Note: Districts in Minnesota will not be able to start ordering materials until late November. DACs or applicable EL staff may join the webinar or wait until the recording is posted in the WIDA Secure Portal.

[Back to Top](#)

Tech Update

WIDA Technology Webinars

To prepare for ACCESS testing, the *Software Updates & Technology Readiness Checklist* webinar will introduce and walk through the general technology preparation and requirements. [Join the WIDA webinar: *Software Updates & Technology Readiness Checklist on Oct. 3 at 1 p.m.*](#)

The *Technology Installations* webinar will describe how to install the COS INSIGHT on varying devices and share information about the system requirements. [Join the WIDA webinar: *Technology Installations on Oct. 8 at 1 p.m.*](#) Note: Most WIDA webinars are one hour; however, this webinar is 90 minutes.

WIDA Screener and ACCESS Tests – Apple Compatibility Issue

Apple recently released an update for Operating System iPadOS 13.x, which has introduced a compatibility issue with DRC INSIGHT Secure App for iPads. WIDA is asking districts planning to administer the WIDA Screener or

ACCESS using an iPad to **not** install the update on iPads being used for the WIDA Screener or ACCESS testing. Those districts should remain on the current version until DRC has fully assessed the new version. If a district has already updated their iPad Operating Systems to 13.x, additional information will be provided after DRC has completed some testing of the new operating system. Please contact DRC Customer Support at WIDA@DataRecognitionCorp.com or 855-787-9615 with any questions.

[Back to Top](#)

STATEWIDE TESTING: MEASURING EDUCATIONAL PROGRESS IN MINNESOTA

Minnesota Department of Education

education.mn.gov > Districts, 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.