

AN UPDATE FROM STATEWIDE TESTING—OCTOBER 23, 2019

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Individual Student Report (ISR) Distribution Reminder

Individual Student Reports (ISRs), which were delivered to districts in late August, must be provided to families no later than fall conferences. If ISRs have not yet been distributed, districts will need to determine how and when they will be provided within this timeline. More information is on page 203 of the [Procedures Manual](#); additional guidance provided below is based on questions asked by districts:

- If districts provide ISRs at fall conferences, they need to determine a plan for parents/guardians who are unable to attend (e.g., mail the ISR to those families) in order to meet the requirement of distributing these reports to families in a timely manner.
- If districts provide ISRs electronically, the final version from Published Reports in PearsonAccess Next or WIDA AMS must be used.
- DACs will need to confirm in Test WES that ISRs were provided; however, districts will need to wait until Pretest Editing opens in December to indicate this.
- If districts mail ISRs to families and do not have forwarding addresses for students that have left the district, districts may consider contacting the families in a different way (e.g., phone or email) or working with the student's new district. At a minimum, districts retain a copy (electronic or paper) of the ISR that could be provided to the family should they contact the school or district.

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Student Assessment History Report: New Functionality

Districts can now look up multiple students at a time in the Student Assessment History Report. To search for testing history for multiple students, enter one MARSS/SSID number per line. Make sure there are no commas, semi-colons, or other text between numbers. Districts may also download the results for multiple students into an Excel file. The same information on the screen will also be included in the Excel download. Use the [Student Assessment History Report User Guide](#) for more information.

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Preparing for ACCESS

As districts prepare to administer the ACCESS and Alternate ACCESS this year, DACs and other applicable staff should utilize the resources on the [Preparing to Administer ACCESS for ELLs page](#), especially the *QuickStart Guide for Preparing to Administer the ACCESS for ELLs*.

As districts consider what resources to use with students, DACs, EL staff, and other applicable staff should become familiar with the student resources available on the [Preparing Students for ACCESS for ELLs page](#). Use the *QuickStart Guide for Preparing Students for ACCESS Online* to provide an overview of the resources.

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WIDA Webinar: Managing Students in WIDA AMS

On Nov. 13, WIDA will provide a webinar with information on managing demographic information and accommodations in WIDA AMS. [Join the WIDA webinar: Managing Students in WIDA AMS on Nov. 13 at 2 p.m.](#)

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MCA Testing Tips: Using a Mouse with a Chromebook

During the 2018–19 MCA test administration, students who tested on Chromebooks using a 3-button or gaming mouse may have been exited from their tests if they used the extra side buttons on the mouse (TestNav interprets the side buttons as “external hotkeys” which are not allowed during testing). In some instances, TestNav presented an all-white screen and the student’s testing device had to be restarted and the test resumed in order to continue testing.

Using the three-button mouse on a Mac or Windows device has not caused any issues thus far, but in order to prevent this issue on Chromebooks, Pearson recommends providing a standard two-button mouse for testing.

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Upcoming Opportunities

DAC Q&A Webinar Registration

MDE will host the first New DAC Q&A Webinar of the 2019–20 school year on Tuesday, Oct. 29, from 2–3 p.m. [Register for the New DAC Orientation Webinar.](#)

To prepare for the webinar, please review the following modules in the [Training Management System \(TMS\)](#); they are available on the District Assessment Coordinator tab under the New DAC Modules category.

- *Minnesota Assessments Overview* (optional for DACs who attended the New DAC Orientation)
- *Understanding Training Requirements*
- *Scheduling Testing*
- *Testing Policies and Procedures*

MDE uses questions from new DACs to prepare for the webinar. If possible, please [submit any questions](#) you have from the New DAC Modules to MDE prior to the webinar; this will help MDE with the organization and structure of the webinar.

On Oct. 29, use the following information to join the webinar:

- Call-in number: 415-655-0003
- Access code for call-in: 967 030 958
- Password for webinar (a password is now required when joining these webinars): newDACsrock!

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Tech Update

WIDA Webinar: Technology Coordinator Support for Test Administrators

On Nov. 7, WIDA will provide a technology webinar with the following aims:

- Provide Technology Coordinators information to communicate with District/School Assessment Coordinators (WIDA refers to these roles as Test Coordinators) and building administrators.
- Facilitate how to establish a local communication plan to identify issues and troubleshoot if problems arise.
- Review when to support Test Administrators at their testing sites by training them to respond to technical issues and when/how to report them.

[Join the WIDA webinar: *Technology Coordinator Support for Test Administrators* on Nov. 7 at 11 a.m.](#)

Chromebook Tip: Mouse Considerations

For more information and important hardware considerations when preparing for MCA testing, see the [MCA Testing Tips: Using a Mouse with a Chromebook](#) article above.

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STATEWIDE TESTING: MEASURING EDUCATIONAL PROGRESS IN MINNESOTA

Minnesota Department of Education

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

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