

AN UPDATE FROM STATEWIDE TESTING – OCTOBER 10, 2018

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2018–19 Procedures Manual Now Available

The [2018–19 Procedures Manual for the Minnesota Assessments](#) is now available (PearsonAccess Next > Resources & Training > Policies and Procedures). The *Procedures Manual* will be available in Avocet on PearsonAccess Next by Friday, Oct. 26; Avocet provides an online alphabetical index of topics and also offers a search feature.

The following documents have also been updated:

- The [District Test Security Procedure Template](#) is available on PearsonAccess Next as an optional resource for districts to use while creating or updating their required district test security procedure. The main update was to add considerations for security cameras in testing rooms, which is a new best practice described in the manual.
- The [Guidelines for Administration of Accommodations and Linguistic Support](#) is available in PearsonAccess Next and has been updated to reflect minor changes described in Chapters 5 and 6 of the *Procedures Manual*.
- The *2018–19 Assurance for Test Security and Non-Disclosure* includes new language about never actively discouraging students or parents/guardians from participating and clarified language about maintaining data privacy for test administration and on test results. It is no longer provided as a stand-alone document on PearsonAccess Next since it is embedded in the *Test Security Training*. It is still included in the *Procedures Manual* as a reference.

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Save the Date: New DAC Q&A Webinar

MDE will host the first New DAC Q&A Webinar of the 2018–19 school year on Tuesday, Oct. 30, from 2–3 p.m. In preparation for the webinar, please review the following modules in the [Training Management System \(TMS\)](#); they are available on the District Assessment Coordinator tab in the New DAC Modules category (PearsonAccess Next > Resources & Training > Training).

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

Registration information and a link to enter questions will be provided in next week's *Assessment Update*.

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Data Sharing Commitments from Vendors

Pearson has received commitments from the following vendors to receive regularly scheduled extracts of preliminary On-Demand test results data for the MCA and MTAS during the 2019 testing window:

- cmERDC (Viewpoint)
- Illuminate Education (eduCLIMBER, IO Education, SchoolCity)
- JMC
- Mach B
- Peridot Solutions (LearnersEdge)
- Region1
- Sourcewell (formerly TIES)

Some Student Information System (SIS) vendors are planning to provide an import process for their member districts to load the On-Demand Report Export into their SIS. More information on these processes will be provided directly from each SIS vendor.

Data Sharing Agreement

If your SIS or Data Warehouse vendor plans to receive regularly scheduled extracts, they will provide a final data sharing agreement to your district to sign. The vendor will then submit the signed agreement to MDE. The final data sharing agreement was provided to the vendors on Oct. 8. More information will be coming directly from your SIS or Data Warehouse vendor.

A data sharing agreement does not need to be provided to MDE if the vendor plans to provide an import process for loading data.

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Deadline for Late Score Entry or Rescore Requests

The deadline for late score entry or rescore requests for spring 2018 MCA and MTAS testing is Oct. 17.

There is a fee for late score entry requests, and the form can be found on page 201 of the [Procedures Manual](#) (PearsonAccess Next > Resources & Training > Policies and Procedures). These requests can be made if a district did not enter a student's MTAS scores or responses from a paper accommodated MCA during the testing window. Contact Pearson at 888-817-8659 or [submit a Pearson help desk request](#) with further questions.

A rescore may be requested when a parent/guardian or school district staff disagrees with the final MCA score a student received. DACs must email mde.testing@state.mn.us with the student's MARSS number and the rationale for requesting a rescore, and MDE will review the request. If approved, further information will be collected. The cost for rescoring a test is \$125 per test. A rescore does not include test or score code changes (INV, NC, etc.).

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Upcoming Opportunities

Interpreting ACCESS Score Reports for Instruction Training

Professional Development staff from the WIDA Consortium will conduct in-person trainings at three locations focused on interpreting the ACCESS score reports for instruction. The intended audience for this training is EL educators and coordinators.

Participants will examine the different types of reports and their connection to the WIDA English Language Development Standards Framework, as well as how these reports can serve as a tool to initiate discussion on instruction.

Registration is limited to two people from a district or charter school. Each session will be from 9 a.m.–3:30 p.m. with check-in beginning at 8:30 a.m.

Note: The training in Roseville has reached maximum capacity. Please consider joining one of the other sessions.

DATE & REGISTRATION	LOCATION
Tuesday, Oct. 16 9 a.m.–3:30 p.m. Register for the ACCESS training in St. Cloud.	Rasmussen College: St. Cloud Rooms 104/106 226 Park Ave. S St. Cloud, MN 56301
Wednesday, Oct. 17 9 a.m.–3:30 p.m. The Roseville session is full.	Minnesota Department of Education Conference Center B: Rooms 17 & 18 1500 Hwy 36 West Roseville, MN 55113
Thursday, Oct. 18 9 a.m.–3:30 p.m. Register for the ACCESS training in North Mankato.	South Central Service Cooperative (SCSC) Conference Center 2075 Lookout Dr. North Mankato, MN 56003

MDE Educator Workshop and Focus Group

MDE will provide a full-day workshop designed for teachers and DACs at various locations across the state and will be joined by Dr. Michael Rodriguez, Professor of Educational Measurement and Campbell Leadership Chair in Education and Human Development from the University of Minnesota. The workshop will include a discussion on the formative uses of assessments, practice time with classroom assessments, and an update on the redesign of the Benchmark Reports.

The day will conclude with a focus group for teachers on the Testing 1, 2, 3 website and work time for DACs with Dr. Rodriguez. The Testing 1, 2, 3 website is a website in development for educators through a grant given to Minnesota with specific instructions to create a website where teachers could access data, learn how to interpret data, and use the data to inform educational and instructional decisions. Testing 1, 2, 3 will officially launch this winter; pages and documents may continue to be revised based on feedback and focus groups. Additional information on the website will be provided in the *Assessment Update* when the site launches.

Lunch will be provided to all participants who attend the full-day workshop.

DATE & REGISTRATION	LOCATION
Monday, Oct. 15 Register for the Educator Workshop and Focus Group in Marshall.	Southwest West Central Service Cooperative (SW/WC): Marshall

DATE & REGISTRATION	LOCATION
Tuesday, Oct. 16 Register for the Educator Workshop and Focus Group in North Mankato.	South Central Service Cooperative: North Mankato
Monday, Oct. 29 Register for the Educator Workshop and Focus Group in St. Cloud.	Resource Training and Solutions: St. Cloud
Tuesday, Oct. 30 Register for the Educator Workshop and Focus Group in Fergus Falls.	Lakes Country Service Cooperative: Fergus Falls
Wednesday, Oct. 31 Register for the Educator Workshop and Focus Group in Staples.	Sourcewell (previously known as National Joint Powers Alliance): Staples
Thursday, Nov. 1 Register for the Educator Workshop and Focus Group in Thief River Falls.	Northwest Service Cooperative: Thief River Falls
Tuesday, Nov. 6 Register for the Educator Workshop and Focus Group in Roseville.	Metro Educational Cooperative Service Unit (ECSU): Roseville
Thursday, Nov. 8 Register for the Educator Workshop and Focus Group in Hermantown.	Arrowhead Regional Computing Consortium (ARCC): Hermantown
Tuesday, Nov. 13 Register for the Educator Workshop and Focus Group in Rochester.	Southeast Service Cooperative: Rochester

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Tech Update

Support Added for Chrome, MacOS, and iOS (repeat)

Pearson has confirmed compatibility and added support for the following operating systems for the spring 2019 administration:

- Chrome OS 69
- macOS 10.14
- iOS 12

View [full system requirements for TestNav](#) including supported devices, operating systems, and browsers (PearsonAccess Next > TestNav 8 Online Support (under Quick Links) > TestNav System Requirements).

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STATEWIDE TESTING: MEASURING EDUCATIONAL PROGRESS IN MINNESOTA

Minnesota Department of Education

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

If you have any questions or want to unsubscribe, please send an email to mde.testing@state.mn.us.