

AN UPDATE FROM STATEWIDE TESTING—NOVEMBER 14, 2018

QUICK LINKS	IMPORTANT DATES
<ul style="list-style-type: none"> • Preparing for ACCESS and Alternate ACCESS for ELLs • Test Security Training • Student Resources • Upcoming Opportunities • Tech Update 	<p>Nov. 26–Dec. 14: Districts indicate the number of online testers and order test materials in WIDA AMS</p> <p>Dec. 18: Last day for districts to submit MARSS information for ELs to be sent in precode to WIDA AMS</p>

Preparing for ACCESS and Alternate ACCESS for ELLs

WIDA AMS Tasks

The following tasks will be available from Nov. 26–Dec. 14 for DACs to complete by school in WIDA AMS. **It is very important that districts complete this information by Dec. 14.** The grades 1–12 ACCESS is administered online; Kindergarten ACCESS and Alternate ACCESS are paper-based administrations.

- Indicate the number of online testers for each grade band.
- Indicate the number of kindergarten testers.
- Indicate the quantities of large print, braille, or paper test booklets needed for accommodations.
- Indicate the quantities of Alternate ACCESS for ELLs test booklets needed.

For more information, please refer to the [WIDA AMS User Guide](#) ([Log In to WIDA Secure Portal] > Online Grades 1–12 > WIDA AMS Guide and Videos) or the [Ordering Materials tutorial](#) ([Log In to WIDA Secure Portal] > Online Grades 1–12 > Preparing).

Precode File

In December, MDE will send the student precode file to WIDA AMS, which is used to load students online testing and to create student labels for all paper test materials (i.e., Kindergarten ACCESS, Alternate ACCESS, accommodated booklets, and applicable booklets for the writing domain). It is important to ensure that all English Learners (ELs) are indicated correctly in MARSS, since that information dictates what MDE sends in the precode file. **The last day for districts to submit MARSS for this file is Dec 18.** The date may be earlier if using a student information service provider.

Test Security Training

The *Test Security Training* for 2018–19 will be available in the [Training Management System \(TMS\)](#) on Friday, Nov. 16 (PearsonAccess Next > Resources & Training > Training). All staff involved in any aspect of testing are annually required to complete this training and the embedded *Assurance of Test Security and Non-Disclosure*.

Districts may have staff complete the *Test Security Training* individually in TMS, present the training to a group, or have staff review a paper checklist option that includes the content from the module and the *Assurance of Test Security and Non-Disclosure*. Refer to *Test Security Training* section in Chapter 3 of the [Procedures Manual](#) for more information about maintaining documentation that all staff have completed training (PearsonAccess Next > Resources & Training > Policies and Procedures).

Student Resources

MDE requires districts to ensure that all students are familiar with the test they will be taking. Students should be able to successfully navigate, use the applicable tools, and respond to different item types. Each district determines which resources will be used and how they will be used. MDE does not require all students to use all resources; districts must determine the resources to use, which may vary by school, grade, or student.

ACCESS and Alternate ACCESS for ELLs

The following student resources are available on the bottom of the [WIDA AMS home page](#) (wida-ams.us) and are described in more detail in the [Test Administration Manual](#) ([Log in to the WIDA Secure Portal] > Online Grades 1–12 > Test Administration Manual).

- The **Test Demos** are designed to be viewed by students prior to ACCESS administration. The test demos are animated test directions that walk students through how to take the test. WIDA recommends that students watch the Test Demo before taking the Test Practice items.
- The **Test Practice** items can be used to familiarize students with the ACCESS test format. These items are very easy but will help students become familiar with the test environment.
- The **Sample Items** can be used to familiarize students with the content and grade-level appropriate language development expectations. These items are representative of the item difficulty a student will experience on the actual test. Sample Items are also available for Alternate ACCESS.

MCA and MTAS

The [Purposes of Student Resources document](#) is designed to help clarify the purposes of the resources available for MCA and MTAS (MDE > Districts, Schools and Educators > Teaching and Learning > Statewide Testing > Student Resources).

- The [student tutorial](#) is used to familiarize students and educators with the general functionality of the online test (PearsonAccess Next > Preparing for Test > Student Tutorial). There are three components of the tutorial—Navigation, Tools, and Item Types—each accompanied by a teacher guide. The Item Types component has already been updated for 2018–19, and the other components will be available in January.
- The [item samplers](#) are used to familiarize students and educators with how the content is presented in the test (PearsonAccess Next > Preparing for Test > Item Samplers). Item samplers are available in every grade and subject for the MCA and MTAS, as well as for applicable accommodations and linguistic supports.

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Upcoming Opportunities

Data Special Interest Group (SIG)

The next Data SIG webinar is scheduled for Thursday, Nov. 15, at 3 p.m. The intended audience is any staff involved with data submissions to MDE with a focus on MARSS. The agenda includes a discussion of MARSS data items that will have some type of change effective 2019–20 due to Ed-Fi. There will be time for questions about the transition to Ed-Fi. If you have questions in advance of the webinar, send an email to mde.cas@state.mn.us.

[Register for the Nov. 15 Data SIG webinar](#). On the Webex page, go to the “Upcoming” tab and search for “DATA SIG”. If you have any questions, contact Gayra Ostgaard at Gayra.ostgaard@state.mn.us or 651-582-8339.

November New DAC Q&A Registration

The next New DAC Q&A webinar is Tuesday, Nov. 20 from 2–3 p.m. [Register for the New DAC Orientation Webinar](#). The prerequisites for this webinar are to review Chapters 3 and 4 of the [Procedures Manual](#) (PearsonAccess Next > Resources & Training > Policies and Procedures). Chapter 2 is optional.

As you read, take note of questions you have or clarifications you need in regards to test security, training requirements, or your responsibilities as a DAC. Please [submit any questions for the New DAC Q&A](#). MDE uses the questions that you submit as the basis of the Q&A.

- Phone number: 206-596-0378
- Access code: 287 586 630

ACCESS for ELLs Test Administration Trainings

Professional Development staff from the WIDA Consortium will conduct the following in-person ACCESS for ELLs test administration trainings. These face-to-face trainings allow participants to get their questions answered and discuss the test preparation and administration process as a group. *Note: These trainings do not replace the required ACCESS for ELLs Training Courses on the WIDA Secure Portal.*

- **ACCESS for ELLs Test Coordinator Training** is intended for District or School Assessment Coordinators who will set up user accounts, prepare for online testing and test management, verify that all Test Administrators have been appropriately trained, and serve as the “how-to” resource for Test Administrators in their districts and schools.
- **Kindergarten ACCESS for ELLs Test Administrator Training** is intended for educators who will administer the Kindergarten ACCESS for the first time this year. The Kindergarten ACCESS is a one-on-one paper administration.

These trainings are provided at no cost; lunch is not provided.

Each training is a half-day session. If capacity is reached for a particular session, you will receive a message that the session is closed, and you will need to select another date or time to register. Registration is limited to three people from a district (or charter school) in any session.

DATE	TRAINING AND REGISTRATION	LOCATION
Tuesday, Nov. 27	ACCESS for ELLs: Test Coordinators (8:30 a.m.–noon) Register for the Nov. 27 ACCESS Test Coordinator morning training. ACCESS for ELLs: Test Coordinators (1–4:30 p.m.) Register for the Nov. 27 ACCESS Test Coordinator afternoon training.	MDE Conference Center B: 1500 Hwy 36 West Rooms 17 & 18 Roseville, MN 55113
Wednesday, Nov. 28	ACCESS for ELLs: Test Coordinators (8:30 a.m.–noon) Register for the Nov. 28 ACCESS Test Coordinator training. Kindergarten ACCESS: Test Administrators (1–4 p.m.) Register for the Nov. 28 Kindergarten ACCESS training.	MDE Conference Center B: 1500 Hwy 36 West Rooms 17 & 18 Roseville, MN 55113
Thursday, Nov. 29	ACCESS for ELLs: Test Coordinators (8:30 a.m.–noon) Register for the ACCESS Test Coordinator training in St. Cloud. Kindergarten ACCESS: Test Administrators (1–4 p.m.) Register for the Kindergarten ACCESS training in St. Cloud.	Rasmussen College 226 Park Ave. S Room 109 St. Cloud, MN 56301

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Tech Update

MacOS 10.14 Issue for WIDA Screener and ACCESS for ELLs

DRC recently found an issue in the MacOS 10.14 operating system and has been working closely with Apple, who has acknowledged the issue is on their end. This effects any device running MacOS 10.14 during the Speaking domain for both the WIDA Screener and ACCESS for ELLs. All other devices and operating systems are not impacted. If districts are currently using MacOS 10.13, we encourage them to not upgrade to MacOS 10.14. An update on this issue will be provided in a future *Assessment Update*.

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STATEWIDE TESTING: MEASURING EDUCATIONAL PROGRESS IN MINNESOTA

Minnesota Department of Education

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

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