

AN UPDATE FROM STATEWIDE TESTING – NOVEMBER 22, 2017

QUICK LINKS	IMPORTANT DATES
<ul style="list-style-type: none"> • 2017–18 Procedures Manual Now Available • ACCESS and Alternate ACCESS for ELLs • New Linguistic Supports Available • SLEDS K–12 Secure Reports • Upcoming Training Opportunities • Odds and Ends • Tech Update 	<p>Nov. 27–Dec. 15: Indicate online testers and order materials in WIDA AMS</p> <p>Dec. 11: Pretest Editing opens in Test WES</p> <p>Dec. 19: Deadline to submit MARSS updates for ELs to be sent in precode for loading students into WIDA AMS</p>

2017–18 Procedures Manual Now Available

The [Procedures Manual for the Minnesota Assessment 2017–18](#) (PearsonAccess Next > Resources & Training > Policies and Procedures) is now available.

Note that the optional template for the district test security procedure is not included in the *Procedures Manual*. It will be posted separately on PearsonAccess Next and should be available within a few weeks.

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ACCESS and Alternate ACCESS for ELLs

WIDA AMS Accounts

For the 2017–18 ACCESS and Alternate ACCESS test administrations, DACs should already have a WIDA AMS account set up and can create other district and school users as needed. If a DAC does not have a username and password, email mde.testing@state.mn.us to begin that process.

Test Administration Information in WIDA AMS

The following tasks will be available from Nov. 27–Dec. 15 for DACs to complete in WIDA AMS. **It is very important that districts complete this information by Dec. 15.** The grades 1-12 ACCESS is administered online, Kindergarten ACCESS and Alternate ACCESS are paper-based administrations.

- Indicate the number of online testers by school for each grade band.

- Indicate the number of kindergarten testers by school.
- Indicate 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](#) (wida.us > Assessment > WIDA AMS) or log in to WIDA's website to view the [Ordering Materials tutorial](#) (My Account & Secure Portal > Online Grades 1–12 > Preparing).

Changes to ACCESS and Alternate ACCESS Test Material Quantities

WIDA is implementing new ordering processes to ensure districts and schools have the needed materials when testing begins. The changes this year include the following:

- Distributing more paper materials than in the past to ensure sites have all the materials they need, especially those in high demand.
- Reducing the need for Additional Materials Orders through sharing of overage within the district and making non-secure materials available electronically.

Based on these changes, it is very important that districts indicate the number of online testers, kindergarten testers, and quantities of Alternate ACCESS and accommodated test materials needed during the upcoming window so that requests for additional orders is limited.

ACCESS Precode File

In December, MDE will upload the student precode file to WIDA AMS. The precode file will include all students indicated as English Learners (EL) in MARSS and will be used to load students into WIDA AMS for online testing and for student labels for Kindergarten ACCESS, Alternate ACCESS, writing (as applicable), and accommodated test materials. **The last day for districts to update MARSS for this upload is Dec 19.** This date may be earlier if using a student information service provider.

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New Linguistic Supports Available

Chapter 6 of the [2017–18 Procedures Manual](#) (PearsonAccess Next > Resources & Training > Policies and Procedures) contains information about linguistic supports, including some new ones for 2017–18. For the majority of linguistic supports, students must be designated as EL in MARSS; however, word-to-word translations for math and science and translated directions are also available for former English learners and students in immersion or dual language programs. Districts will determine how word-to-word translations will be provided: online pop-ups, vocabulary lists provided by MDE, word-to-word dictionaries, or word-to-word translation using an online application.

Districts must ensure that all linguistic supports received by students are justified and supported by data teachers collect during instruction. Practices that English learners have not used in instructional settings should

not be introduced for the first time during a state assessment because they could be distracting or confusing. EL teachers and test administrators need to consider student needs for linguistic supports well ahead of test administration and familiarize students with their use during instruction.

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SLEDS K–12 Secure Reports

The Statewide Longitudinal Data System (SLEDS) matches student data from pre-K through the completion of postsecondary and into the workforce. Since 2015, districts have been able to receive access to de-identified data on the *K–12 Secure Reports* to answer the following types of questions.

- How many students who dropped out of high school completed a General Education Development (GED) or enrolled in an Adult Basic Education (ABE) program?
- How many graduates majored in Science, Technology, Engineering, or Math (STEM) upon college enrollment?
- How does dual credit programming in high school affect college enrollment and/or completion rates?

Obtaining SLEDS data for your district or school requires a signed data-sharing agreement between the superintendent and the Office of Higher Education. The process is as follows:

- Download the agreement located in the [K–12 Research Data Marts](#) (MDE website > Data Center > Statewide Longitudinal Data Systems (SLEDS) Secure Reports).
- Have the superintendent sign the agreement.
- Scan and email the agreement to Kara Arzamendia at kara.arzamendia@state.mn.us.

For more information, visit the [SLEDS webpage](#) (MDE website > Data Center > Statewide Longitudinal Data Systems (SLEDS)) or email sleds.support@state.mn.us.

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Upcoming Training Opportunities

New DAC Q&A Registration and Schedule

The next New DAC Q&A webinar is Nov. 28 at 2 p.m. The prerequisites for this webinar are to review Chapter 2 (optional), Chapter 3, and Chapter 4 of the [2017–18 Procedures Manual](#) (PearsonAccess Next > Resources & Training > Policies and Procedures). After reading the chapters, [submit questions via this link](#). MDE will answer these questions during the webinar.

- Date: Tuesday, Nov. 28
- Webinar: 2–3 p.m. (Join webinar: 1:30–2 p.m.)
- [Select this link to register for the New DAC Q&A Webinar.](#)
- Phone number: 206-596-0378

- Access code: 808 129 219

Draft Schedule for 2017–18 New DAC Q&A Webinars

The planned dates for New DAC Q&A's throughout the 2017–18 school year are as follows. These dates are subject to change and any changes will be communicated in the *Assessment Update*.

- Nov. 28
- Dec. 19
- Jan. 16
- Feb. 27
- March 20
- April 17
- May 15*

*Note: Due to formatting issues, a few people received an *Assessment Update* last week that included an incorrect date for the Q&A in May. **The correct date is May 15.**

ACCESS Training Registration

Next week, professional development staff from WIDA will conduct in-person ACCESS trainings. These trainings do not replace the required Training Courses on the WIDA website.

[Select this link to register for one of the ACCESS for ELLs trainings.](#) On Monday, Nov. 20, confirmation emails were sent out to those who were already registered. Please note that some trainings are no longer accepting new registrants due to being at capacity; the remaining sessions are listed below.

TRAINING	DATE	LOCATION
(Morning session is at capacity) ACCESS for ELLs: Test Coordinators (1–4:30 p.m.)	Tuesday, Nov. 28	MDE – Conference Center B; CC-16 1500 Hwy 36 West Roseville, MN 55113
(Morning session is at capacity) Kindergarten ACCESS: Test Administrators (1–4 p.m.)	Wednesday, Nov. 29	MDE – Conference Center B; CC-16 1500 Hwy 36 West Roseville, MN 55113
ACCESS for ELLs: Test Coordinators (8:30 a.m.–noon) Kindergarten ACCESS: Test Administrators (1–4 p.m.)	Thursday, Nov. 30	Rasmussen College-Mankato; Rm. 110 130 St. Andrews Dr. Mankato, MN 56001

Teacher Professional Development and Focus Groups

MDE is partnering with Educational Service Cooperatives to provide professional development focused on MDE data, reports, resources, and the new teacher website. Lunch will be provided, and registration is required.

LOCATION	DATE	LINK TO WEBSITE/REGISTRATION
Thief River Falls	Tuesday, Nov. 28	Northwest Service Cooperative (nw-service.k12.mn.us)
Fergus Falls	Wednesday, Nov. 29	Lakes Country Service Cooperative (lcsc.org)
Staples	Thursday, Nov. 30	National Joint Powers Alliance (njpacoop.org)
Mountain Iron	Wednesday, Dec. 6	Register for the Mountain Iron training.

Technology Trainings from Pearson

The *Upcoming Pearson Trainings* document includes detailed information on upcoming technology trainings; the document is available on the Additional Technology Resources tab of the [Technology page](#) (PearsonAccess Next > Technology > Additional Technology Resources > Upcoming Pearson Trainings).

TRAINING	DATE	REGISTRATION LINK
New Technology Coordinator Training	Tuesday, Dec. 12: 1–2 p.m.	Select this link to join the webinar on Dec. 12.
Experienced Technology Coordinator Training	Wednesday, Dec. 13: 10–11 a.m.	Select this link to join the webinar on Dec. 13.

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Odds and Ends

- **MDE and Pearson Closed:** MDE and the Pearson help desk will be closed on Thursday, Nov. 23, and Friday, Nov. 24, in observance of Thanksgiving.
- **International Assessment Opportunity:** The International Computer and Information Literacy Study (ICILS) is looking for two schools near the metro area to participate in a field trial to assess grade eight students in technology skills and experience. Participating schools will receive \$200. If you would like to volunteer or have any questions, contact Jenny Cain at (651) 582-8218 or jennifer.cain@state.mn.us.

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Tech Update

Technology Trainings from Pearson

In December, Pearson will provide training sessions to support technology staff in preparation for the 2018 MCA test administration. See *Upcoming Training Opportunities* above for full details.

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STATEWIDE TESTING: MEASURING EDUCATIONAL PROGRESS IN MINNESOTA

Minnesota Department of Education

education.state.mn.us > Districts, Schools and Educators > Statewide Testing

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