

AN UPDATE FROM STATEWIDE TESTING—MAY 15, 2019

QUICK LINKS	IMPORTANT DATES
<ul style="list-style-type: none"> • Late Score Entries for MCA and MTAS • Secure Test Materials Deadline • Posttest Editing Starts Next Week • Early Student-Level Results for ACCESS and Alternate ACCESS • Upcoming Opportunities • Tech Update 	<p>May 20–June 7: Posttest Editing window Test WES</p> <p>May 20: Retrieve early student-level results for ACCESS and Alternate ACCESS in Test WES</p>

Late Score Entries for MCA and MTAS

If student responses in MCA paper accommodated test books or score data for MTAS were not entered during the testing window, districts can contact Pearson to arrange for a late score entry. There is a \$125 fee for late score entry for up to ten students after the close of the applicable test window. See the *Request for Late Score Entry Form* on page 201 of the [Procedures Manual](#) for instructions regarding the return of late score entry materials (PearsonAccess Next > Resources & Training > Policies and Procedures).

It is important that the need for a late score entry request is identified as soon as possible (e.g., by verifying with school staff, checking that students have scores in On-Demand Reports).

- If you have not yet returned these test materials, ship test materials related to late score entry requests directly to the Minnesota Program Team (2510 North Dodge Street, Iowa City, IA 52245).
- Materials that have already been shipped back by the district using the normal UPS return process are sent to Pearson’s warehouse. **In this case, it is important that you request a late score entry as soon as possible.** The Pearson Minnesota Program Team will work with warehouse staff to identify and gather these materials; however, there is no guarantee the materials will be located and entered in time for Posttest Editing.

The Minnesota Program Team must receive all Request for Late Score Entry Forms **and** related testing materials **no later than 5 p.m. on Wednesday, May 22**, to ensure the late score entry can be completed in time for post-test editing and for the student to receive an Individual Student Report.

Secure Test Materials Deadline

All secure MCA and MTAS test materials that are required to be returned to Pearson should have already been shipped to Pearson via UPS. If you still have these secure test materials at your district, refer to [Returning Secure Test Materials](#) (PearsonAccess Next > Resources & Training > User Guides), or contact the Pearson help desk at 888-817-8659 or [submit a Pearson help desk request](#).

Note: If you have any test materials related to late score entry requests, you will send those materials directly to the Minnesota Program Team. See previous article for the address and additional information.

Materials that require secure disposal, including student testing tickets, scratch paper, and MTAS Response Option Cards, should no longer be in the district. If you still have these secure test materials, please securely dispose of them as soon as possible.

Missing Barcode Report

As of this afternoon, the Missing Barcode Report is now available for download in PearsonAccess Next under Published Reports. This report includes any secure test materials for MCA and MTAS that have not been returned to Pearson. If this report is not available for your district, that means Pearson received all your materials, and there are no missing materials.

The report will be updated nightly through the end of May as materials are received and scanned, and then weekly until Oct. 1. For more information, refer to [Viewing Test Material Reports and Tracking Information](#) (PearsonAccess Next > Resources & Training > User Guides).

[Back to Top](#)

Posttest Editing Starts Next Week

Posttest Editing in Test WES will be available May 20–June 7. Posttest Editing is an important window that gives districts the opportunity to update assessment records, correct demographic errors (e.g., wrong MARSS number or birth date), and enter test codes as needed, with help from the MARSS Coordinator or others familiar with the students.

For more information, reference the [Test WES Posttest Editing User Guide](#) (MDE website > Districts, Schools and Educators > Business and Finance > Data Submissions > Test WES). See the *Upcoming Opportunities* article below for information about the Posttest Editing Training webinar that will take place next week.

New for Posttest Editing 2018–19

The following are new for Posttest Editing this year; additional details are available in the *Test WES Posttest Editing User Guide*:

- The final date to submit MARSS data to resolve MARSS discrepancies for Posttest Editing and accountability has been extended to the day before Posttest Editing closes (June 6).
- A “Report Code” filter has been added to the Search Student screen to search for assessment records that do not have a valid score (i.e., not complete (NC) and not attempted (NA)) or have a test code indicated (e.g., REF-P or INV-D).
- Under View and Print Reports, an Accommodations/Linguistic Supports Report will be available that indicates which accommodation and linguistic support codes have been indicated; this report may be used to verify which codes may need to be corrected during Posttest Editing.

[Back to Top](#)

Early Student-Level Results for ACCESS and Alternate ACCESS

Early student-level results for the ACCESS and Alternate ACCESS for ELLs will be available starting on May 20 in Test WES. These early student-level results will be accessed from the Test WES Dashboard under File Transfer.

Early results are not final accountability results and can change based on edits made during Posttest Editing. Depending on the district’s policy, student-level data can be shared with teachers, students, and parents for instructional and informational purposes with the understanding that the scores are preliminary.

Please note that the early results file is not updated as changes are made in Posttest Editing; it is a static file.

[Back to Top](#)

Upcoming Opportunities

Registration for the New DAC Webinar

The May Q&A webinar will precede the Posttest Editing Training and will be held on Tuesday, May 21, from 1–2 p.m. This webinar will focus on entering reimbursement requests into the Graduation Requirements Records (GRR) system.

The prerequisites are to review the [Graduation Requirements Records \(GRR\) User Guide](#) and watch the recorded *MDE Graduation Requirements Records (GRR) Training* available in the [Training Management System \(TMS\)](#) on the District Assessment Coordinator tab, under the MDE Recorded Webinars category.

- [Register for the New DAC Q&A here.](#)
 - Phone Number: 206-596-0378
 - Access Code: 801 176 028
- [Submit questions via this link.](#)

Posttest Editing Training for New DACs

The Posttest Editing Training will be held on May 21 from 2–4 p.m. This webinar will provide detailed information on tasks that DACs need to complete during Posttest Editing in Test WES. This training is intended for new DACs who have been in the position for fewer than three years, but any DAC may attend for a refresher. The [Test WES Posttest Editing User Guide](#) has been updated for 2018–19 and is available for districts to use as they prepare for Posttest Editing (MDE website > Districts, Schools and Educators > Business and Finance > Data Submissions > Test WES).

- [Register for the Posttest Editing webinar.](#)
- Phone Number: 206-596-0378
- Access Code: 801 997 158

Note: The May New DAC Q&A Webinar is being held prior to this webinar, so attendees for this webinar may join only 10 minutes in advance (1:50–2 p.m.).

[Back to Top](#)

Tech Update

DRC Security Certificate Update and the WIDA Online Screener

DRC communicated the following information to District Test Coordinators and District Technology Coordinators on Friday. If your district will be using the WIDA Online Screener this spring, DRC's Testing Site Manager (TSM) uses SSL (or Secure Sockets Layer) certificates to ensure that all screener content sent to the student testing devices is encrypted and fully protected. These SSL certificates are forced to expire after a certain amount of time. The certificates for the TSM software will expire this Wednesday, May 15. DRC has determined that the auto update process for TSMs will not support the SSL certificate update process. As a result, the SSL certificates on any TSMs that will be used for administering the WIDA Online Screener will need to be updated prior to initiating those test sessions.

Since all ACCESS testing has been completed for 2018–19, this only impacts TSMs that are currently being used for the WIDA Online Screener. If a student attempts to take the screener using a TSM where the SSL certificate has not been updated, the student will receive an error message and will not be able to proceed.

The Technology Downloads tab in WIDA AMS will be updated with these instructions. Please contact DRC Customer Service at 855-787-9615 or wida@datarecognitioncorp.com for further assistance.

[Back to Top](#)

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