

AN UPDATE FROM STATEWIDE TESTING—JUNE 5, 2019

QUICK LINKS	IMPORTANT DATES
<ul style="list-style-type: none"> • Posttest Editing: Final Reminders • Secure Materials: Missing Barcode Report • MCA Testing Time Reports • Test Security Training Checklist • Updating DAC Assignments in MDE-ORG (repeat) • Upcoming Opportunities 	<p>June 7: Posttest Editing in Test WES closes</p> <p>June 24: Last day to retrieve early ACCESS and Alternate ACCESS student-level results in Test WES</p> <p>June 24: Retrieve embargoed final District and School Student Results (DSR and SSR) files in Secure Reports</p>

Posttest Editing: Final Reminders

Tomorrow, June 6, is the last day to submit a MARSS file to MDE for Posttest Editing. After that, assessment records may still be edited, but any discrepancies that require a MARSS update cannot be resolved. All Posttest Editing work must be completed by 5 p.m. on Friday, June 7.

The following resources are available for districts working on Posttest Editing:

- [Test WES Posttest Editing User Guide 2018–19](#) (MDE website > Districts, Schools and Educators > Business and Finance > Data Submissions > Test WES)
- A recording of the MDE New DAC Posttest Editing Training, which is posted in the [Training Management System \(TMS\)](#) on the District Assessment Coordinator tab, in MDE Recorded Webinars category (PearsonAccess Next > Resources & Training > Training)

Indicating EL in MARSS

For English learners to be eligible to take the ACCESS or Alternate ACCESS, they must be indicated as EL in MARSS. If a student took the assessment but their enrollment record indicates they are not EL, the report code will be set to INV (Invalid) when published. If these students are ELs, you **must** update their enrollment record in MARSS by tomorrow, June 6

Late Score Entries Loaded to Test WES

All late score entry requests for MCA or MTAS made by May 22 are now available in Posttest Editing in Test WES. Any late score entry requests made after May 22 will not be loaded in Test WES or included in the releases of final assessment data this summer.

District Confirmation

Once you complete Posttest Editing, confirm it on the District Confirmation page in Test WES:

- You must complete this confirmation if there were no edits needed for your district.
- You may also complete this confirmation to let MDE know that all posttest editing has been completed for your district.

Note: The District Confirmations page is on the left-hand column of the Dashboard under Pretest Edit.

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Secure Materials: Missing Barcode Report

A Missing Barcode Report is available for download in PearsonAccess Next under Published Reports for districts who have (or had) any secure test materials for MCA and MTAS that were not returned and scanned at Pearson. As of May 30, Pearson has completed scanning all returned secure materials. DACs may use this report to follow up with schools that still have missing materials.

If there is no report available for your district, then all secure materials were received and scanned by the time the report was created. For districts that do have the report, only schools that had materials that were not received/scanned when the report was created will be included on the report. Once all missing secure test materials are received and scanned at Pearson, the school or district tab will include the message “All secure test materials have been returned.”

For more information, refer to [Viewing Test Material Reports and Tracking Information](#) (PearsonAccess Next > Resources & Training > User Guides).

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MCA Testing Time Reports

MCA Testing Time Reports provide cumulative testing time information by student, and are now available by request. This report is intended to provide districts information to plan for future administrations by confirming the amount of time students tested or to identify trends by grade or subject across the district. The data provided in this report is not meant to be used to make decisions about individual students.

DACs may email mde.testing@state.mn.us to request a testing time report for the spring 2019 test administration. Allow four to five business days after the request to receive the report.

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WIDA Secure Portal Changes

As announced in the *May 1 Assessment Update*, WIDA is preparing to make some changes to enhance usability and security of the WIDA Secure Portal; these will take effect on June 10 and are outlined below:

- Accounts that have been inactive for three years will be deleted.
- When users log in to the WIDA Secure Portal, they will be prompted to update their username to their work email.

Contact WIDA Client Services at help@wida.us or 866-276-7735 with any questions.

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Test Security Training Checklist

Most of the trainings in the Training Management System (TMS) will be taken down on June 14, including the *Test Security Training*. If your district hires a new DAC this summer—or another person working closely with testing—use the [Test Security Training Checklist](#) to provide training and basic information about test security before the updated training is available in the following year.

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Updating DAC Assignments in MDE-ORG (repeat)

As MDE or Pearson may need to contact districts this summer, please ensure that the DAC contact information is current in the [MDE-ORG system](#) (MDE website > Data Center > Schools and Organizations (MDE-ORG)). If the primary DAC is not available this summer, please add an Alternate DAC who will be available.

All contact information in MDE-ORG is updated and maintained by the district's Site Verification Coordinator (SVC). You can look up the SVC for your district in the [MDE-ORG system](#). If the SVC has any questions about the process, they can contact mde.school-verify@state.mn.us.

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Upcoming Opportunities

New DAC Q&A Webinar

The June Q&A Webinar for New DACs will be on Tuesday, June 11, from 2–3 p.m., and will focus on reporting and the District and School Student Results (DSR/SSR) files.

- [Register for the New DAC Q&A.](#)
 - Phone Number: 206-596-0378
 - Access Code: 803 520 783
- [Submit questions via this link.](#)

The prerequisites for the webinar are to read Chapter 10 of the [Procedures Manual](#) (PearsonAccess Next > Resources & Training > Policies and Procedures) and view the *Introduction to the District and School Student Results (DSR and SSR) Files* training in the [Training Management System \(TMS\)](#), on the Data and Reporting tab (PearsonAccess Next > Resources & Training > Training).

WIDA Webinar

This fall, WIDA and DRC will transition from the Testing Site Manager to Central Office Service (COS) to manage testing for ACCESS for ELLs and the WIDA Screener. All DACs and District Technology Coordinators are welcome to participate in an upcoming webinar to learn more about the transition to COS.

- Wednesday, June 12 at 10 a.m.
- Thursday, Aug. 1 at 10 a.m.

Login information is located on the [Q&A WIDA Webinar Schedule](#) and on the 2018–2019 Q&A Webinars for Technology Coordinators, posted in [WIDA AMS](#). A recorded version of the webinar is available on the [Webinar Recordings page of the WIDA Secure Portal](#). If you have questions or need more information, contact DRC at 855-787-9615 or WIDA@datarecognitioncorp.com.

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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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