

AN UPDATE FROM ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT — MAY 28, 2025

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## Posttest Editing Reminders

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

- The *Test WES Posttest Editing User Guide*, posted on the [Test WES](#) page of the MDE website, provides detailed information on Posttest Editing for DACs.
- The Posttest Editing Training is posted in the [Learning Management System \(LMS\)](#).

## EL Status in MARSS

All students identified as an English Learner (EL) in enrollment data submitted to MDE are expected to participate in either the ACCESS or WIDA Alternate ACCESS. Please keep the following in mind as you complete Posttest Editing:

- **Eligibility:** Students must be indicated as EL in enrollment data to take the ACCESS or WIDA Alternate ACCESS. If a student took the assessment but their enrollment record does not indicate EL status, the report code will be set to Invalid (INV) when published, and this cannot be reversed. To avoid this issue, update enrollment records by June 5.
- **Students identified as EL after the testing window:** If a student was enrolled on the first day of the ACCESS testing window but was identified as EL after that date—even after the window closed—a blank assessment must be created with a test code of Not Attempted (NA). [Minnesota Standardized English Learner Procedures](#) require districts to complete the identification process for students who enroll after the start of the school year within two weeks. For questions about EL identification procedures, contact [mde.el@state.mn.us](mailto:mde.el@state.mn.us).
- **Incorrect EL status in enrollment data:** If a student exited EL services after the previous school year but their MARSS enrollment data still shows EL = Yes, work with your MARSS coordinator to determine whether the status can be updated. MARSS Coordinators should contact [marss@state.mn.us](mailto:marss@state.mn.us) for support.

## Confirming Inactive Records are Correct for ACCESS and WIDA Alternate ACCESS

If a student record is missing one or more domain scores for ACCESS or WIDA Alternate ACCESS, the report code will be Not Complete (NC). Districts often identify such records when the early student-level results file shows no composite score.

- If the student did not participate in a domain, you may update the test code to indicate the reason for non-participation.
- If the student did participate in the missing domain, the most common issue is that the Writing domain was not merged with the Listening, Reading, and Speaking domains due to mismatched student information across the two records. In some cases, Test WES may have matched—but not merged—the records. To ensure the records are merged in the final results, verify that the demographic information is identical on both the active and inactive records. Additional guidance is available on pages 39–40 of the [Test WES Posttest Editing User Guide](#).

## Enrollment Errors

A common Posttest Editing error districts are receiving is “During the testing window, the student was not enrolled in this or any other district.”

This error can sometimes be resolved by doing a “Find Enrollment Match” search, as it is often caused by enrollment errors. DACs should work with their district MARSS Coordinator and have new enrollment data submitted by June 5. If the MARSS Coordinator is not able to see any errors, they should contact MDE MARSS at [marss@state.mn.us](mailto:marss@state.mn.us).

However, while districts must attempt to test all students who are enrolled at any time during the applicable testing window, only students who are enrolled on the first day of the testing window are required to have matching enrollment and assessment records due to participation requirements. This means that a MARSS Enrollment Matching Issues discrepancy will appear if a student is enrolled on the first day of the testing window and an assessment record is not found. Refer to Chapter 9 of the [Procedures Manual](#) for additional information about student participation.

## Medical Excuse Code

Before indicating the Medical Excuse (ME) code, ensure that all four requirements listed on page 249 of the [Procedures Manual](#) have been met and documentation has been collected as evidence. It is strongly advised to use the *Sample Medical Excuse Documentation Form* found in Appendix A when using a ME code. Being absent due to sickness is not a valid reason to use the ME code.

## Notifying MDE

The following documentation must be reported to MDE by the end of the Posttest Editing window, on Friday, June 6:

- Instances of plagiarism, if contacted by MDE
- Out of grade band assessment warnings for ACCESS and WIDA Alternate ACCESS, if contacted by MDE
- Full-time PSEO students where the college is paid directly by the district (Note: The deadline to submit documentation for full-time PSEO students is Wednesday, June 4)

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## Secure Materials Status Report Available in PearsonAccess Next

The *Secure Materials Status Report* is now available for download in PearsonAccess Next under Published Reports. This report includes any secure test materials for MCA and MTAS/Alt MCA that have not been returned or scanned at the Pearson warehouse. If this report is not available for your district, that means Pearson received all your materials prior to the initial report being created in mid-May, and there are no missing materials. The report will be updated nightly through mid-June as materials are scanned, and then weekly until Sept. 22. For more information, refer to [Accessing the Secure Materials Status Report](#) user guide.

Note: When Pearson receives the materials in the warehouse, it may take some time to scan the items. As of last week, Pearson has scanned all materials received at the warehouse. If any missing materials are still unaccounted for, Pearson will contact your district to return the outstanding materials.

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## ***2025 Testing Time Report Available in PearsonAccess Next***

The *Testing Time Report* for the 2025 MCA test administration is available for District Assessment Coordinators (DACs) in [PearsonAccess Next](#) under Published Reports. *Testing Time Reports* are available at the district-level and provide cumulative testing time information by student. The time (in seconds) indicates the total time a student spent on both scorable and non-scorable (for example, student directions, section end pages, start of section) items.

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. Refer to the [Published Reports Quick Guide](#) for detailed instructions on how to access published reports in PearsonAccess Next.

Contact Pearson at 888-817-8659 or submit a [Pearson help desk request online](#) with any questions.

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## ***Begin Planning for NAEP 2026***

The National Center for Education Statistics (NCES) is initiating preparations for the 2025–26 school year assessment cycle, which includes the administration of the National Assessment of Educational Progress (NAEP). The NAEP 2026 cycle will include three assessment programs—main, national, and pilot—and will be administered to a sample of schools from Jan. 26 to March 20, 2026.

NCES remains committed to modernizing NAEP to provide students with more flexible and authentic assessment experiences. A significant strategic step in this modernization is fully integrating district-owned devices for administering the NAEP Mathematics and Reading assessments. NCES acknowledges the broad spectrum of student devices deployed nationally and anticipates that some devices may not meet the minimum technical requirements for the NAEP Assessment Application.

To facilitate effective planning for the NAEP 2026 administration, selected districts must complete the NAEP 2026 School Technology Survey by Aug. 29. The survey will collect details about district-owned devices' capability of supporting and utilizing the NAEP Assessment Application for administration. Jenny Cain, our NAEP State Coordinator, is preparing materials for the upcoming notifications to selected districts and will begin outreach once final federal approval is received.

To streamline the survey process, MDE requests that **all** districts provide contact information for a staff member who is best suited to complete the NAEP 2026 School Technology Survey. While not all districts will be required to complete the survey, collecting this contact information in advance will help MDE initiate the survey without delay once approval is granted. The designated individual should be familiar with the device operating systems, hardware specifications, and availability. Please complete the [NAEP 2026 School Technology Survey – District Responder](#) by June 20.

If you have any questions, please contact Jenny Cain at [jennifer.cain@state.mn.us](mailto:jennifer.cain@state.mn.us).

## ***MCA/Alternate MCA Review Committee Database: Seeking Interested Educators and Community Members***

The MCA and Alternate MCA Test Development team values collaborating with educators and community members interested in being part of annual committees that review test materials before they are added to these tests for field testing.

Committee member groups include:

- Science, Math, and ELA classroom teachers with experience teaching the standards in grades 3–8 and high school
- Special Education Teachers—all licensures, but particularly teachers who work with students with significant cognitive disabilities to review the alternate assessment
- Multilingual learner educators
- Community members

Please consider sharing [this registration link](#) and summary with educators or community members to elevate more voices in this review process. By registering once in the database, individuals indicate interest in being invited to future committees. Invitations have been going out for summer committees based on expertise in grade level and content areas. Individuals can decline or accept the invitation based on their availability.

Each MCA and Alternate MCA Review Committees meets virtually, typically from 8:30 a.m.–4 p.m., for two to four days. Most committees occur from June–August, but there are also passage review committees that meet in February. Participants are paid a \$160 honorarium per day for their participation, or the district or charter will be reimbursed for any substitute costs.

## ***Verifying Information in MDE-ORG for DAC Assignments***

As MDE or Pearson may need to contact districts this summer, please ensure that the DAC contact information is current in the [Minnesota Department of Education-Organization Reference Glossary \(MDE-ORG\)](#). 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 [MDE-ORG](#). If the SVC has any questions about the process, they can contact [mde.school-verify@state.mn.us](mailto:mde.school-verify@state.mn.us) for support.

## ***MDE Employment Opportunities***

### **Assessment Literacy Specialist (repeat)**

The Academic Standards, Instruction and Assessment division is currently seeking an Assessment Literacy Specialist to work on the Communications and Program Management (CPM) team. This position is responsible for providing leadership and guidance in developing resources and implementing professional development around the interpretation of statewide assessment results and appropriate uses with a balanced assessment system for educators, district and school leaders. If you or someone you know may be interested in a new and challenging opportunity, consult the position description and application instructions on the [State of Minnesota Careers](#) website. The Job ID is 86145, and the posting is open until June 2. Visit the State of Minnesota Careers website for more information and to apply.

### **Data and Research Analyst**

The Data Practices and Analytics division is currently seeking Data and Research Analyst to lead and direct large and high priority educational program and policy data analysis, research, and evaluation. If you or someone you know may be interested in a new and challenging opportunity, consult the position description and application instructions on the [State of Minnesota Careers](#) website. The Job ID is 86358, and the posting is open until June 13. Visit the State of Minnesota Careers website for more information and to apply.

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## ***Tech Update***

### **WIDA Technology Updates in June 2025**

DRC will release annual technology updates for WIDA ACCESS and WIDA Screener Online on the evening of June 26, 2025.

- On June 27, technology coordinators may once again enable automatic updates for the DRC INSIGHT Windows application. This change will allow any user to update DRC INSIGHT when prompted by the application. If no action is taken, only users with Admin rights may update DRC INSIGHT for Windows.
- Also on June 27, the DRC INSIGHT Chromebook application will be released as a Progressive Web Application (PWA). Technology coordinators will be required to uninstall the current DRC INSIGHT Secure App version 15 from all Chrome devices before installing the PWA version of DRC INSIGHT. These steps must be completed by July 31 to avoid any disruption to testing.

Information about these changes was shared in the May 20 *WIDA AMS and DRC Technical Enhancements for 2025-2026* webinar. A recording of the webinar will soon be available in the [WIDA Secure Portal](#) on the

Webinars page. Detailed software installation and configuration instructions will be available on June 27 in the *DRC INSIGHT Technology User Guide* in [WIDA AMS](#).

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**ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT**

Minnesota Department of Education

[education.mn.gov](http://education.mn.gov) > District, Schools and Educators > Teaching and Learning > Statewide Testing

If you have any questions or want to unsubscribe, please send an email to [mde.testing@state.mn.us](mailto:mde.testing@state.mn.us).