

AN UPDATE FROM ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT — OCT. 25, 2023

## QUICK LINKS

- [2023–24 WIDA Accessibility and Accommodations Updates](#)
- [November Q&A Sessions](#)
- [MDE Employment Opportunities](#)
- [Seeking MTAS Field Auditor Applicants \(repeat\)](#)
- [Upcoming Opportunities](#)

## 2023–24 WIDA Accessibility and Accommodations Updates

The 2023–2024 *Accessibility and Accommodations Manual* and related resources for accessibility are available on the WIDA website. The [Accessibility and Accommodations Manual](#) has been updated to reflect changes to universal tools in DRC INSIGHT, and the [Accommodations Checklists](#) have been updated with minor changes.

Minnesota follows all guidelines and accommodations recommended in the *Accessibility and Accommodations Manual*. Contact [mde.testing@state.mn.us](mailto:mde.testing@state.mn.us) with any questions related to references to state-specific information or guidance in this manual. In addition, state-specific guidance is included in the [Procedures Manual](#).

[Back to Top](#)

## November Q&A Sessions

MDE will host three virtual Q&A sessions for new and experienced DACs in November. All three sessions will be hosted on ZoomGov. Registration is required. Registration links are provided in the table below, and details for joining are provided once participants register.

MDE collects questions from DACs prior to the event to help prepare and find relevant resources to share. After reviewing the prerequisites, submit questions for the session using the links provided in the table below. Q&A sessions will not be recorded nor with CEUs be provided as these are provided as an additional support rather than a training event.

November Q&A Session (1): National Assessment of Educational Progress (NAEP) on Nov. 2 from 2–3 p.m.

- Prerequisites: NAEP section of chapter 2 of the [Procedures Manual](#)
- [Register for November Q&A Session \(1\)](#)
- [Submit questions for the November Q&A Session \(1\)](#)
- Note: Other staff involved in NAEP administration are welcome to join the NAEP Q&A Session on Nov. 2. Please share the registration and survey links above with interested parties.

November Q&A Session (2): Preparing to Train Staff on Nov. 14 from 2–3 p.m.

- Prerequisites: Chapters 6 and 7 of the *Procedures Manual*
- [Register for November Q&A Session \(2\)](#)
- [Submit questions for the November Q&A Session \(2\)](#)

November Q&A Session (3): Pretest Editing on Nov. 28 from 2–3 p.m.

- Prerequisites: Chapter 4 of the *Procedures Manual*, and completion of the *Pretest Editing* training (to be posted in the [Learning Management System](#) (LMS) on Nov. 17)
- [Register for November Q&A Session \(3\)](#)
- [Submit questions for the November Q&A Session \(3\)](#)

[Back to Top](#)

## ***MDE Employment Opportunities***

The Academic Standards, Instruction and Assessment division is currently seeking candidates for a number of positions to support the division in providing high quality standards, instruction, and assessment. All postings are currently open now until Nov. 14, with the exception of the Academic Standards Team Supervisor, which opens Oct. 26 and closes Nov. 15.

**Academic Standards Team Supervisor, Job ID 70772.** This position exists to ensure the high-quality revision of academic standards and support schools' and districts' standards-based instruction. This position is ultimately responsible for managing the standards revision process processes including scheduling, coordination with outside parties, and participating in rulemaking.

**Communication Program Management Supervisor, Job ID 70766.** This position is responsible for overseeing the development of resources, training, and effective and timely communication to districts and to the public regarding the academic and English language statewide assessments. The position monitors activities and deliverables associated with the assessments.

**Data, Reporting and Test Integrity Supervisor, Job ID 70764.** This position ensures the high quality of psychometric, data analysis, reporting, and research activities to assure current and newly-developed statewide assessment are quality assessments, assessment results are reported accurately and research is conducted in a timely and meaningful manner. This position is ultimately responsible for managing the scoring and reporting processes including scheduling and coordination with outside assessment vendors.

**Operations Manager, Job ID 70759.** This position exists to manage activities associated with providing the highest level of quality to the Minnesota Assessment System. This includes monitoring and executing multiple assessment vendor contracts to ensure consistency and error-free production, distribution, administration, and scoring of assessment instruments for the academic and English language statewide assessments.

If you are interested (or know someone who may be interested) in a new and challenging opportunity, consult the position descriptions and application instructions on the State of Minnesota Careers website. Visit the [State of Minnesota Careers](#) website for more information and to apply.

[Back to Top](#)

## ***Seeking MTAS Field Auditor Applicants (repeat)***

Each year, MDE employs Field Auditors to observe MTAS administrations in selected schools around the state to help evaluate the validity and reliability of the assessment. MTAS Field Auditors serve as evidence-gatherers and their job is to obtain evidence to determine the extent to which test administration training was properly implemented, as well as the consistency of MTAS administration for students across the state. For 2023–24, MDE is looking for auditors to do between 8–10 days of work from February to May 2024.

MTAS Field Auditors must be able to travel within an approximate 100-mile radius of their home area. This year, MDE is especially seeking auditors who can serve the Twin Cities metro region.

Field auditors must have these minimum qualifications:

- Retired educator/administrator or part-time current educator/administrator, with licensure in Minnesota
- Ability to work during the typical school day
- Experience working with students with disabilities in an educational setting
- Three years of classroom experience

If you or one of your peers may be interested in learning more about this contract work, an application to become an MTAS Field Auditor as well as details on compensation, schedule and tasks can be requested by emailing [alt.assessment.mde@state.mn.us](mailto:alt.assessment.mde@state.mn.us).

[Back to Top](#)

## Upcoming Opportunities

### Learning Management System (LMS) Office Hours

Pearson will hold its final office hours with District Assessment Coordinators (DACs) to review the LMS and answer DAC questions. Additional office hours may be planned later this winter, as needed. Prior to the office hours, please review the available resources and practice navigating through the system. Please enter additional questions in this [online form](#) which will be reviewed during the call.

| DATE AND TIME                   | TOPIC   | REGISTRATION LINK                               |
|---------------------------------|---|---|
| Thursday, Oct. 26<br>10–11 a.m. | <b>LMS Office Hour #3:</b> Questions from LMS Q&A form, marking learners complete, running reports, Q&A | <a href="#">Register for LMS Office Hour #3</a> |

[Back to Top](#)

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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).