

Spotlight

on Student Assessment and Accountability

August 3, 2017

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Spring 2017 Student Data Files

The following Spring 2017 Student Data Files are now available on the [Office of Educational Assessment and Accountability \(OEAA\) Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure):

- M-STEP – **embargoed**
- SAT – **embargoed**
- WorkKeys – **embargoed**
- Early Literacy and Mathematics Benchmark Assessments – not embargoed
- WIDA ACCESS for ELLs (includes WIDA Alternate ACCESS for ELLs) - not embargoed

To download your school's student data files, log-in to the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure), go to the **Report** menu and select **Student Test Scores**. These student data files contain only student-level data. Aggregate data files will be available later in the summer.

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In addition, PSAT 8/9 and PSAT 10 student data files are anticipated in early August, and the MI-Access student data files will be available once the standard setting process is complete.

Please note: Due to the release of the Spring 2017 M-STEP student data file, the M-STEP **Preliminary Report will no longer be available** on the Secure site.

As a reminder, the following Spring 2017 Early Literacy and Mathematics Benchmark Assessment reports are currently available on the Dynamic Score Reporting Site:

- **Individual Student Report**
This report displays a side-by-side comparison of Fall 2016 to Spring 2017 results for individual students.
- **Student Roster Report**
This report displays detailed Spring 2017 results for a roster of students.
- **Domain Analysis Report**
This report displays a side-by-side comparison of Fall 2016 to Spring 2017 results for a roster of students.

Student level M-STEP reports will be also be available on the Dynamic Score Reporting Site soon. Availability will be announced in a forthcoming Spotlight. Similar to how the Student Data Files are accessed, the Dynamic Score Reporting Site is also accessed through the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure). Go to the **Report Menu** and select **Dynamic Score Reports** (instead of Student Test Scores). For additional information on accessing the Student Data Files or Dynamic Score Reports, go to the [OEAA Secure Site Training web page](http://www.michigan.gov/securesitetraining) (www.michigan.gov/securesitetraining) and scroll down to the **Student Scores/Reporting** section.

The Spring 2017 M-STEP, SAT, and WorkKeys data are **EMBARGOED** until the public release of Spring 2017 assessment results later this summer. Districts and schools will be notified through the Spotlight on Student Assessment and Accountability Newsletter when the embargo has been lifted.

IMPORTANT – While embargoed individual student results may be shared with parents at this time, it is **NOT** permissible to share any school, district, or state-level results with parents, the community, or other external parties until the embargo is lifted by the MDE. School Board meetings are considered open meetings; therefore, the sharing of embargoed assessment results at these meetings is not permissible until the embargo is lifted.



Fall Pre-ID and Test Session Setup for Early Literacy and Mathematics (K-2)

Pre-identification on the Secure Site for the fall Early Literacy and Mathematics Benchmark Assessments (K-2) began **August 1, 2017** and continues through the end of testing. Our office will not be pre-identifying any students for this assessment as we do with some other general assessments. It is the responsibility of the district or school to pre-identify all students who will be participating.

As a reminder, the test administration window for the MDE-developed Fall 2017 Early Literacy and Mathematics Benchmarks assessments is **Monday, September 11 – Friday, October 6, 2017**. These benchmark assessments are available for students in grades kindergarten, first, and second.

For the fall administration, there are several options to use for pre-identification:

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- Districts can **upload an Early Roster file** in the Michigan Student Data System (MSDS) to pre-identify students. This is a file that is loaded by the district MSDS person (usually the district pupil accounting person) with a roster of students and an added component to identify the student for state testing. You will need to work with your district MSDS person for this option.
- The **MSDS Copy function** on the Secure Site can be used to copy student data from MSDS into the Secure Site for pre-identification. This does not involve your district MSDS person. It is important to note when using this function that you will need to search using the student's grade in the 2016-2017 school year and place them in the appropriate grade for the 2017-2018 school year. You would not be able to use this function for incoming kindergarten students because they would not yet be enrolled in MSDS in your school.
- Students can be loaded to the Secure Site through a **.csv or .txt file** using our format located in the Pre-ID File Format document located on the login page of the [Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure). Most likely you would need to enlist the help of your district MSDS person for this process.
- Students can be **pre-identified one student at a time** using the Student Search function on the Secure Site. This process is simple but may not be practical to Pre-ID large groups of students.

Once students have been pre-identified in the Secure Site for the Early Literacy and Mathematics assessment, they will need to be put into online test sessions.

- **August 1 – August 17, 2017:** Test Sessions can be created in the Secure Site. Students who

have been placed into an online testing session on the Secure Site by **August 17, 2017** will have their test sessions copied into eDIRECT.

- **August 28, 2017:** Students who are pre-identified in the Secure Site will be loaded into eDIRECT daily and available for online test management.

Please Note: Beginning August 28, any students pre-identified in the Secure Site after August 17 must be added to a test session in eDIRECT (or you can create a new test session in eDIRECT).

All students participating in the assessment must be pre-identified on the Secure Site to be loaded into eDIRECT to manage the online testing.

Instructions and more information about each of these pre-identification methods and for creating online test sessions can be found on the [Secure Site Training web page](http://www.michigan.gov/securitesitetraining) (www.michigan.gov/securitesitetraining) under the **Pre-Identification/Student Search** section.



Fall 2017 Early Literacy and Mathematics Benchmark Alternate INSIGHT Availability Request

Request Window Closes August 17, 2017

Schools that hold regular instructional hours after 4:00 PM Monday-Friday, and who plan to schedule Early Literacy and Mathematics Benchmark test sessions that extend beyond 4:00 PM, will need to submit an Alternate INSIGHT Availability request in order to have access to the testing software after 4:00 PM.

Assessment Coordinators can complete the request [here](https://baameap.wufoo.com/forms/alternate-insight-availability-request-fall-2017/) (https://baameap.wufoo.com/forms/alternate-insight-availability-request-fall-2017/).

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New WIDA Screener and Kindergarten W-APT Reminders

Beginning **August 1, 2017** districts were able to begin utilizing a new English learner (EL) screener. The new WIDA Screener will replace the grade 1-12 W-APT and will be available in both an online and paper/pencil format. Districts will continue to use the W-APT for Pre-K students, Kindergartners, and first semester 1st graders.

To prepare for this transition and to find needed resources, educators should review the [WIDA Screener & W-APT Michigan Policy Manual](#) found on the [MDE WIDA web page](#) (www.michigan.gov/wida) under the **WIDA Screener and Kindergarten W-APT** section.

As a reminder, the WIDA Screener or Kindergarten W-APT **MUST** be administered to any newly enrolling students who have answered “yes” to either one of the two [Home Language Survey \(HLS\) questions](#). As outlined in the [Entrance and Exit Protocol](#), schools should include the HLS questions in their enrollment process for parents/guardians of newly enrolling students to complete. Please call the Special Populations Unit at 517-373-6066 with any questions related to the Entrance and Exit Protocol.

Scores for **all students** who took the WIDA Screener or Kindergarten W-APT, regardless of identification as an EL, must be entered into the Secure Site. Educators are also reminded that they must keep a hard copy of the student’s W-APT scores in the student’s permanent record file or CA-60.

Educators must also be sure to communicate efficiently and regularly with their local pupil accounting colleagues to ensure that students who do meet the Entrance Protocol are identified correctly in the Michigan Student Data System (MSDS). **Neither** the

home language survey results nor a WIDA Screener or W-APT score that is entered into the Secure Site automatically identify a student as an EL in MSDS.

Additionally, educators seeking to ensure that recently arrived ELs (students who have been enrolled in U.S. schools for 12 months or less) are eligible for the one-time exemption from having to take the summative English language arts portion of state assessments **MUST** enter WIDA Screener and W-APT scores in the Secure Site.

IMPORTANT First Semester WIDA Screener Online Note

Students in grades 2-12 who are loaded into WIDA AMS **must be loaded into WIDA AMS as having an enrolled grade of the grade below that of their current enrollment**. This will ensure that students in the first semester are assigned to the appropriate grade level Screener cluster in WIDA AMS. As an example, although an enrolled 9th grader is in 9th grade, they should take the 8th grade WIDA Screener. However, they must be loaded into WIDA AMS as an 8th grader in order for WIDA AMS to generate the grade 8 WIDA Screener for them.

Failure to do this will result in possibly screening a student incorrectly, the necessity of rescreening a student, and will result in difficulties in reloading students into WIDA AMS and placing them correctly into test sessions.

Required WIDA Screener Scoring Certification

The WIDA Screener (online and paper/pencil) requires educators to score the writing and speaking domains. Because of this, all educators who will be scoring the

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writing and/or speaking domains must complete the online scoring modules through their secure WIDA.us account and pass the associated quizzes to receive their certifications. **Please note:** The scoring modules are the same for the summative WIDA ACCESS for ELLs 2.0 and the WIDA Screener.

In order to ensure the most valid and reliable writing and speaking scores can be provided to students' responses, educators who completed the scoring trainings in preparation for WIDA ACCESS for ELLs 2.0 should re-certify prior to the scoring the WIDA Screener.

For additional information on getting a WIDA.us account, please refer to the Michigan [WIDA Screener & W-APT Policy Manual](#) located on the [MDE WIDA web page](#) (www.michigan.gov/wida) under **What's New**.

Paper WIDA Screener Downloading Options

Although educators currently have the option to order paper WIDA Screener materials for students who are considered recent arrivals (attended U.S. schools for 12 months or less) and for students whose disability may require a paper form of the assessment, the following Paper WIDA Screener materials can be downloaded from educators' secure accounts on the [WIDA website](#) (www.wida.us):

- Test Administrator Manual
- Test Administrator's Script
- Path A & Path B Test Booklets

To find these materials, educators should login on the [WIDA website](#) (www.wida.us). Then select **My Account & Secure Portal** → **WIDA Screener Paper** → **Materials & Resources**.

Spring 2017 WIDA Test Scores

Reports and scores are available in WIDA AMS and the Secure Site for students who took the **Spring 2017 ACCESS for ELLs 2.0** and **Alternate ACCESS for ELLs**.

Educators can access scores and reports in the following ways:

- Electronic reports are available for download via WIDA AMS. For information about how to access those reports, please watch the online module [Accessing Score Reports Tutorial](#) available on the [WIDA ACCESS for ELLs 2.0 web page](#) (www.wida.us) under Assessment → **ACCESS for ELLs 2.0** → **Scores and Reports**.
- Individual Student Reports, Student Roster Reports, School Frequency Reports, and District Frequency Reports were shipped to districts in July. Educators should review the available resources on the [WIDA Scores and Reports web page](#) (www.wida.us) under **Assessment** → **ACCESS for ELLs 2.0** → **Scores and Reports** to aid in their understanding of scores and reports.

Educators should also review the [ACCESS for ELLs Interpretive Guide for Score Reports](#) located on the [WIDA ACCESS for ELLs 2.0 web page](#) (www.wida.us) under **Assessment** → **Access for ELLs 2.0** → **Scores and Reports** and the [Alternate ACCESS for ELLs Interpretive Guide for Score Reports](#), located on the [WIDA Alternate ACCESS for ELLs web page](#) (www.wida.us) under **Assessment** → **Alternate ACCESS for ELLs 2.0** → **Scores and Reports**.

- A downloadable Student Data File (Excel file) is available through the OEAA Secure Site. Please call 1-877-560-8378, Option 3 or send an e-mail to baa@michigan.gov for help in accessing this file.

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English Learner (EL) Exit Protocol Change

THE ENGLISH LEARNER EXIT CRITERIA HAS CHANGED!

The Michigan Department of Education (MDE), along with stakeholder representation from MDE's EL Advisory Committee, reviewed the impact of the new WIDA performance level cut scores and determined that a change to the English Learner Exit Protocol was needed.

Based on this review, districts/schools will use updated EL exit criteria along with the Spring 2017 WIDA ACCESS for ELLs 2.0 results and local, state-approved reading assessments to exit EL students.

K-12 students who may be considered for exit from the EL Program must demonstrate all three of the following:

- minimum overall composite score of 4.5 on the Spring 2017 WIDA ACCESS for ELLs 2.0, **and**
- minimum domain scores of 4.0 on both reading **and** writing on the Spring 2017 WIDA ACCESS for ELLs 2.0, **and**
- grade level or higher performance on the local, state-approved reading assessment (see the [Entrance and Exit Protocol](#) for the list of state-approved reading assessments)

The Entrance and Exit Protocol will be updated to reflect this change. At this time, districts will continue to use the current lists of state-approved reading assessments within the Entrance and Exit Protocol.

The Spring 2017 WIDA ACCESS for ELLs 2.0 results are available now in WIDA AMS as well as the OEAA Secure Site. Please review your assessment

results and work with your MSDS Pupil Accounting Staff to ensure that students who are exited from EL programming are appropriately reported in MSDS. See the following article for technical requirements for reporting EL exits in MSDS.

Note: There is no change to the entrance criteria for Fall 2017 for newly enrolling English Learner students.

If you have questions regarding the EL exit criteria, please contact the Office of Field Services at 517-373-6066, and ask for Shereen Tabrizi, Unit Manager, or Kelly Alvarez, English Learner Consultant.

For additional information about the WIDA cut score changes, please refer to the [Michigan WIDA ACCESS for ELLs 2.0 Score Changes](#) document located on the [WIDA web page](#) (www.michigan.gov/wida) under **What's New**.

English Learner (EL) MSDS Exit Reminders

2016-17 English Learner (EL) exits can be reported until **September 13, 2017** in the Michigan Student Data System (MSDS) using the 2016-17 Student Record Maintenance (SRM) collection. Waiting until Fall 2017 General Collection will be too late and will cause the student to be classified as EL for 2017-18.

Once a school or district has determined an EL student is eligible to be EL exited, the EL exit must be reported in MSDS. An MSDS EL exit record **must have all of the following characteristics** to successfully exit the student from EL services:

- use the 2016-17 SRM MSDS collection (waiting until Fall 2017 General Collection will be too late)
- have a [Certification Date] on or before September 13, 2017

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- have a [EL Exit Date] after the [As Of Date] of the last record reporting the student as EL
- have a [EL Exit Date] on or before June 30, 2017
- have a [As Of Date] on or before June 30, 2017

For additional questions regarding the appropriate submission of 2016–17 EL exits in MSDS, please contact the Center for Educational Performance & Information (CEPI) at cepi@michigan.gov.

Testing Technology Updates

Updated DRC system requirements are available on AMS and eDIRECT. The only significant change from the spring is that testing on Android devices will not be supported anymore. (No one tested on Android devices.) Many Chromebooks will reach End of Life in the next academic year. Those will receive best effort support this coming year, so if you found them satisfactory for testing last spring, you should be fine this coming spring. Please consider how long you will be keeping those devices once Google stops guaranteeing support.

Central Office is the next generation of Testing Site Manager (TSM) technology. It will replace the need for separate WIDA and M-STEP TSMs. It will be available on **September 1, 2017**. TSMs will continue to be supported, and if you set yours to auto-update last year, there is no need to reinstall this year.

WIDA Screener Online **does** need a WIDA TSM (or Central Office) to be online, with audio content downloaded. That is unchanged from last year, and the same INSIGHT client that worked for WIDA will work for WIDA Screener. If your school did not take WIDA online last year, please consult the WIDA AMS for downloads and instructions.

The updated Technology User Guide and a webinar for technology coordinators will be available **August 23, 2017**. A recording of the webinar will be posted on August 24, 2017, and there will be another webinar opportunity before Spring 2018 testing begins.

New Cut Scores for MI-Access ELA and Mathematics Approved

In 2016, MI-Access, Michigan's alternate assessment based on alternate achievement standards, was re-aligned to measure the Essential Elements with Michigan range of complexity for English/language arts (ELA) and mathematics. As a result, the Michigan Department of Education (MDE) needed to complete the standard setting process to account for these changes.

This summer, 144 educators from around the state (from within 39 different ISDs) gathered to participate in a process of standard setting, which culminated in recommended new cut scores for MI-Access ELA and mathematics. These new scores have been approved by Superintendent Brian Whiston.

The new scale is currently being applied to student data from the Spring 2017 MI-Access test administration in preparation for reporting, which will be available early this fall. Until the reports are available, preliminary reporting is still available through the MDE secure site.

The new Performance Level Scale Score ranges will be posted on the MI-Access web page at approximately the same time that final reports are available. The social studies and science content areas will be using the same scale used for Spring 2016. For ELA and mathematics, the scale will be similar to the Performance Level Scale Score ranges

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for 2016, but there will be minor differences to match the new scale as approved by the superintendent.

The MDE would like to thank the many educators who took time out of their summer schedule to participate in this very important process.

Science: Out with the Old, In with the New

The Michigan Department of Education (MDE) will be conducting a statewide M-STEP Science pilot based on the Michigan K-12 Science Standards in the spring of 2018. The former M-STEP science assessment was based on Michigan's past Grade Level Content Expectations (GLCEs) and High School Content Expectations (HSCEs). The GLCEs and HSCEs are no longer a part of either classroom instruction or state science assessments. As part of the statewide transition to the new Michigan K-12 Science Standards (adopted November 2015), the MDE will administer a **required** science pilot in grades 5, 8, and 11. The pilot will be fully aligned to the new science standards.

The new science assessment is structured using item clusters, which are a set of 5 to 8 items with a common stimulus. For the Spring 2018 pilot, students in grades 5, 8 and 11 will take a pilot assessment based on a partial blueprint. Each student will be administered 3 item clusters (1 each of Physical Science, Earth Science, and Life Science). The estimated testing time is 30-45 minutes.

The 2018 science pilot will be administered online, with a paper/pencil option for those few students whose disabilities prevent them from testing online. Available student tools, supports, and accommodations will be the same as those offered for other M-STEP assessments. Refer to the [Student Supports and Accommodations Table](#) located on the [M-STEP web page](#) (www.michigan.gov/mstep).

M-STEP Science Pilot Details:

What: Statewide science pilot based on new Michigan K-12 Science Standards.

Who: All students in grades 5, 8, and 11 (exception: students taking MI-Access). Student participation rates will be calculated for accountability purposes; student proficiency measures will not be calculated for the statewide science pilot in Spring 2018, and results will not be used for high-stakes purposes.

When: During the online testing window for grades 5, 8, and 11 (April 9 – May 4, 2018). The M-STEP paper/pencil dates will occur on designated dates within the testing window.

Why: Science pilot data will be collected and reviewed by Michigan educators to determine appropriate content alignment, and acceptable cluster and item statistics to create a valid operational science assessment.

The MDE will be updating the science sample item sets to reflect the new science standards and item types students will encounter during the pilot. Watch the Spotlight for more information.

If you have any questions regarding the Spring 2018 required science pilot, please contact the MDE's Office of Educational Assessment and Accountability by email (baa@michigan.gov) or call 877-560-8378.

M-STEP and MI-Access Braille Survey

Over the past few years, the Michigan Department of Education (MDE) has been transitioning its assessments from English Braille American Edition (EBAE) to Unified English Braille (UEB). This transition has been coordinated with the Office of Low Incidence Outreach (LIO) transition plan.

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Educators working with students who may need braille forms of the M-STEP and MI-Access Functional Independence (FI) assessments are encouraged to fill out a survey to help the MDE determine the continued assessment transition plan for the Spring 2018 assessments.

In advance of filling out the survey, educators may find it helpful to review the [Spring 2017 Braille Assessment Plan](#) located under the **Student Supports and Accommodation** section of each assessments web page:

- [M-STEP](http://www.michigan.gov/mstep) (www.michigan.gov/mstep)
- [MI-Access](http://www.michigan.gov/mi-access) (www.michigan.gov/mi-access)

The [Spring 2018 Assessments – Braille Survey](https://www.surveymonkey.com/r/2NL2R2P) (https://www.surveymonkey.com/r/2NL2R2P) will close **September 29, 2017**.

Student Level M-STEP Data Available to MI School Data Secure Users

The MI School Data grades 3-8 and high school performance level reports will now provide student-level M-STEP data to aid School Improvement team members. Logged-in MI School Data users will have access to performance level data at the school level and target analysis for grades 3-8 mathematics and English language arts by ISD, district, school, or

statewide settings. A Professional Learning Resource page will provide training videos and links to other professional resources for use with the report.

Student-level data for the 2015-16 school year are available now, and 2016-17 data are planned for release in August. For questions related to how to access and navigate the reports, please contact the Center for Educational Performance Indicators (CEPI) at 517-335-0505, ext. 3.

MI School Data Initial Customer Feedback Survey

The Michigan Department of Education (MDE) and the Center for Educational Performance and Information (CEPI) would like stakeholder feedback related to the assessment reports (Student Assessment section) on [MI School Data](http://www.mischooldata.org) (www.mischooldata.org). These offices are interested in continuous improvement of student assessment reports. Please ask educators, parents, and others who may be interested to provide this initial feedback by filling out this [survey](https://www.surveymonkey.com/r/KNGKZ6S) (https://www.surveymonkey.com/r/KNGKZ6S).

Additionally, this survey invites stakeholders to participate in future surveys or focus group activities. For questions related to the mischooldata.org reports, please send an email to cepi@michigan.gov or call 517-335-0505, ext. 3. For questions related to this survey please send an email to baa@michigan.gov.

SAT Corner

Information on SAT™, PSAT 8/9™, and PSAT10™ provided by the College Board

Questions about Spring PSAT 8/9, PSAT 10, or SAT?

- call the Michigan Educator Hotline: 866-870-3127 (select Option 1)
- email michiganadministratorsupport@collegeboard.org

Fall and Spring Assessments

Like last year, schools do NOT need to order materials for the primary date of the Michigan-provided SAT, PSAT 10, and PSAT 8/9 assessments in Spring 2018 through the College Board's test ordering system. If you elect to participate in fall testing of PSAT/NMSQT or PSAT 8/9, materials should be ordered directly through College Board. Fall testing of PSAT/NMSQT or PSAT 8/9 is not provided by the Michigan Department of Education.

National SAT Administrations for Students with Certain Disabilities

The majority of students who sign up to take a national weekend administration of the SAT will take the test at the test center in which they register. However, for students that require certain accommodations—which include 100% extended time testing over two days, MP3 Audio, Assistive Technology (ATC), braille, or large font needs greater than 20 point—the opportunity is offered to test in their school due to their special testing needs. This means your school, even if you have

not signed up to be a national test center, may have students looking to test at your location. The decision to support this administration is completely at the discretion of the school. Neither the College Board nor the Michigan Department of Education requires you to participate nor does this have an impact on the state-provided spring testing. To see the students at your school that have been approved for the accommodations noted above, as well as any administrations for which those students have registered, your school's SSD (Services for Students with Disabilities) Coordinator can log in to the SSD Online system. If you decide to not support the national testing for these students, College Board will work with students directly to find another school in the area that is available. If you have questions, please contact the SSD Department at 844-255-7728.

Get Ready for Spring 2018 – Register for Fall Counselor and Implementation Workshops

The counselor workshops are free and are open to all counselors across the country. At the workshops, you'll receive updates on College Board programs, as well as tools, tips, and resources designed to make it easier for you to clear a path to college and career success for your students.

To register, click [here](http://collegeboard.org/cw) (collegeboard.org/cw).

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The implementation workshops are free and provide information about the Michigan-provided SAT, PSAT 10, and PSAT 8/9 for grade 9 administrations in Spring 2018. It will also provide a brief introduction of the PSAT 8/9 for grade 8 that will be coming in Spring 2019. The workshop is important for building administrators, counselors, and SAT and PSAT supervisors. Learn about:

- the latest enhancements and changes for the spring administration
- preparing for and administering the College Board exams
- spring implementation timelines
- our professional development offerings to prepare you for Spring 2018

To register, click [here](http://collegeboard.org/satschoolday) (collegeboard.org/satschoolday).

8:30 – 9:00 AM: Counselor Workshop Registration* and Breakfast

9:00 AM – Noon: Counselor Workshop Presentation

Noon – 1:00 PM: SAT School Day and PSAT Registration* and Lunch

1:00 – 4:00 PM: SAT School Day and PSAT Presentation

Attendees can sign up for either or both workshops; however, ***registration for each workshop is required.**

Schedule of Workshops

Kalamazoo	Monday, September 18, 2017	Western Michigan University - Kalamazoo
Mount Pleasant	Tuesday, September 19, 2017	Central Michigan University
East Lansing	Tuesday, September 19, 2017	Michigan State University
Grand Rapids	Tuesday, September 19, 2017	Northview High School
Jackson	Wednesday, September 20, 2017	Jackson Intermediate School District
Marquette	Monday, September 25, 2017	Northern Michigan University
Detroit	Tuesday, September 26, 2017	Wayne State University
Dearborn	Wednesday, September 27, 2017	University of Michigan-Dearborn
Boyne City	Wednesday, September 27, 2017	Boyne District Library
Saginaw	Thursday, September 28, 2017	Saginaw Intermediate School District
Waterford	Friday, September 29, 2017	Oakland Intermediate School District

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Information on ACT WorkKeys® provided by the ACT®.

Memo and Summary to Examinee Reports

The Memo and Summary to Examinee reports are printed-paper reports containing reportable scores (Level and Scale scores) and suggestions for improvement, which are to be provided to the examinee. In addition, each participating school will receive a roster report of examinee reportable scores (Level and Scale scores) to be retained by the school. These reports are mailed to the Test Coordinator and are scheduled to begin arriving **Monday, July 31, 2017**.

The ACT National Career Readiness Certificate™ (ACT NCRC®)

New this year! Eligible students who achieved a score of three (3) or higher on each ACT WorkKeys subject test will receive an ACT NCRC. The printed certificate(s) will be mailed to the school Test Coordinator, to be provided to examinee. The ACT NCRCs will arrive in schools **no later than August 11, 2017**.

Student Access to MyWorkKeys.com

An examinee can view his or her scores by creating and logging into their account at myworkkeys.com. In order to access scores, examinees will need to provide matching criteria when creating their account. The five matching

criteria are first name, last name, month of birth, day of birth, and state assigned student ID number (SASID). The SASID will need to be provided by the school. **Please note:** The SASID is the same as the Unique Identification Code (UIC) that is assigned through the Michigan Student Data System (MSDS) for each student. Scores were available online beginning **June 21, 2017**.

Note: Examinees who earned an ACT NCRC will have an account automatically created. Login information will be printed on the back of their printed ACT NCRC certificate.

Contacting ACT

If you have questions, you may:

1. contact ACT via the [Contact Us web page](http://www.act.org/aap/state/contact.html) (www.act.org/aap/state/contact.html)
2. call ACT at 800-553-6244
9:30 AM – 6:00 PM ET
 - standard time: ext. 2800
 - accommodations: ext. 1788
3. email accommodations questions to ACTStateAccoms@act.org

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

Important Dates

What's New?

Beginning August 1, 2017:

- Districts able to utilize **NEW WIDA Screener**

August 2017

Now – October 5, 2017:

- Pre-identification on the Secure Site for the Fall 2017 **Early Literacy and Mathematics Benchmark Assessments (K-2)**

Now – August 17, 2017:

- **Fall 2017 Early Literacy and Mathematics Benchmark** Alternate INSIGHT Availability Request Window Closes – Assessment Coordinators can complete the request [here](https://baameap.wufoo.com/forms/alternate-insight-availability-request-fall-2017/) (https://baameap.wufoo.com/forms/alternate-insight-availability-request-fall-2017/)
- **Now – August 17, 2017:** Test Sessions can be created in the Secure Site for **Fall 2017 Early Literacy and Mathematics Benchmark Assessments**

August 23, 2017, 10:00 – 11:00 AM ET:

- **K-2 Early Literacy and Mathematics Technology Coordinator Training**
To register: click [here](#)

August 24, 2017, 10:00 – 11:00 AM ET:

- **K-2 Early Literacy and Mathematics Administration Training**
To register: click [here](#)

Beginning August 28, 2017:

- any students pre-identified for **Fall 2017 Early Literacy and Mathematics Benchmark Assessments** in the Secure Site **after** August 17 must be added to a test session in eDIRECT (or a new test session can be created)

September 2017

September 11 – October 6, 2017:

- The Michigan Department of Education's Fall 2017 **Early Literacy and Mathematics Benchmark Assessments** testing window

Mid-September 2017:

- **DEADLINE – Student Record Maintenance (SRM) English Learner (EL) Exits** must be submitted and certified using an [As of Date] on or before June 30, 2017 AND an [LEP Exit Date] on or before June 30, 2017

Have Questions?

Email BAA@michigan.gov for assessment questions.

Email MDE-Accountability@michigan.gov for accountability questions.

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues