

Assessment Lunch & Learn / Office Hours

September 13th, 2023

Please post questions you may have in the chat box – we will work to answer them during the session and add them to a Q & A document.

We will begin shortly.



Welcome Back

Krista Averill, General Assessments Coordinator

Jodi Bossio-Smith, Director of Assessment

Dr. Regina Lewis, NAEP and International Assessments Coordinator

Leah Jarvis, Business Analyst

Today's Agenda

General Updates:

- Maine Through Year and Maine Science Assessments
- National and International Assessments
- Alternate & ELP Assessments



Technical Assistance

SAU Request Form for Technical Assistance

Assessment technical assistance is available
to all SAUs upon request

Targeted technical assistance continues to
focus on participation across the MEA



Maine Through Year Assessment

Required fall administration: October 2 - 27

Students must be rostered in Synergy in order to appear in the Acacia platform.

- At 8:00 p.m. on weekdays, a daily roster file is created containing all updates in Synergy from that day.
- At 8:00 a.m. the next weekday, the file is uploaded by a member of the Assessment Team into Acacia.

Maine Comprehensive Assessment System (MECAS) Guidelines contains guidance on enrollment, including for homeschooled students and international students

- Guidelines found [here](#), below the introductory graphic and text



Maine Through Year Assessment

Release of Summative Spring 2023 Maine Through Year Assessment Data

Thursday, September 28: Complete Student Score Data File, continuing both Maine-specific scaled scores and RIT scores

- Will be found under Operational Reports in Acacia
- csv file

Monday, October 2: Access to Online Reporting System with both aggregated reports and Individual Student Reports becomes available

- The Student Scores option in the menu and the View Reports shortcut icon are no longer visible in Acacia because they were not functional. They will reappear on October 2.



Maine Through Year Assessment

Required Proctor Training Video

Manuals and Guides: Available on the [NWEA Maine Connections website](#)

- [Assessment Coordinator Guide](#) – Assessment Coordinators
- [Assessment Checklist](#) – Assessment Coordinators
- [User and Student Management Guide](#) – Assessment Coordinators and Data Administrators
- [Accessibility Guide](#) – Assessment Coordinators, Special Education Directors, Educators
- [Assessment Administration Manual](#) – Proctors
- [Manage Online Testing](#) - Proctors

Additional Resources: Available on the [Maine DOE's Through Year Assessment Website](#)



Maine Through Year Assessment

Upcoming Sessions

- Accessibility and the Through Year Assessment
 - September 14, 3:00-4:00 p.m.
 - [Registration link](#)
- RIT Score Comparability Session 2
 - September 18, 3:00-4:30 p.m.
 - [Registration link](#)
 - *Note: Session 1 recording, slides, and Q&A are available on Maine DOE's [Through Year Assessment webpage](#)*



Maine Through Year Assessment

Upcoming Sessions

- NWEA Professional Learning - [Register](#)
 - Using Achievement Levels to Ensure Rigor
 - October 3, 3:00-4:00 p.m.
 - Intro to Reports – Administrators
 - October 5, 3:00-4:00 p.m.
 - October 10, 3:00-4:00 p.m.
 - October 12, 12:00-1:00 p.m.
 - October 18, 3:00-4:00 p.m.
 - Intro to Reports – Teachers
 - October 4, 3:00-4:00 p.m.
 - October 6, 9:00-10:00 a.m. and 1:00-2:00 p.m.
 - October 11, 3:00-4:00 p.m.
 - October 19, 3:00-4:00 p.m.
 - October 23, 3:00-4:00 p.m.
 - Using Multiple Data Sources
 - October 6, 9:00-10:00 a.m. and 1:00-2:30 p.m.



Maine Science Assessment

Spring 2023 Student Score Reports

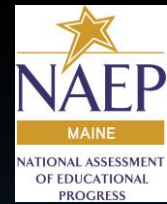
- Working with KU Achievement & Assessment Institute to develop new score reports
- At SAU, school, and student levels
- Anticipate availability to SAUs in October 2023

Spring 2024 Administration Window

- May 13 – May 24, 2024



National & International Assessments

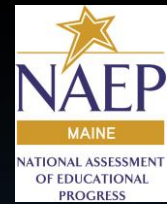


NAEP 2024

- Window – January 29, 2024 – March 8, 2024
- Changes -
 - New Assessment Management System
 - New process for registration
 - Transitioning to device agnostic assessment
 - Using school internet
 - Need both a School Coordinator (main point of contact) & Onsite Technology Coordinator
 - Must be onsite to assist on the date of assessment administration
- Upcoming steps
 - Assessment Details communication
 - Qualtrics Survey (linked in the communication)
 - District Assessment Coordinators receive "CC" for all communications
 - DACs can request access via email regina.lewis@maine.gov



National & International Assessments



NAEP AMS for District Assessment Coordinators (optional)

- Request Access
- Receive Invitation to register
- Select “Activate AMS Account”
- AMS Activation Screen:
 - Create a password and selects security image to create account
 - Select “Create My Account,”
 - You will be redirected to AMS login page
- Log into the AMS using your email & password
 - Complete the security agreement

Similar process for the Principal, School Coordinator, and the Onsite Technology Coordinator

- Personnel should be up to date in NEO
- Forward any changes in Principals at schools selected for NAEP



National & International Assessments

District view

The screenshot displays the AMS interface for a district view. The left sidebar shows the 'AMS' logo and a 'Districts' menu. The main content area is titled 'Online mode' and includes a 'Manage Tags' section with 'TrainingData1' and 'Main' tags. The 'District Information' section shows a district card with the number '1' and 'Selected schools' text, alongside details for District Name (District 02), District LEA ID (E100002), Phone (555-123-4567), and Website (www.districtE100002.westatstudies.com). The 'Physical address' section lists Street Address 1 (102 District Drive), City (Districtville), State (TS), and Zip Code (12345). The 'District Teams' section lists roles such as Superintendent, District Assessment Coordinator (Robert Sutcliffe), District Technology Director, District Other Contact, and HSTS Coordinator, each with an 'Add' button. The 'Selected Schools' section shows a table with columns for date (Feb 15), school name (School 35), and status (Cooperating), with filters for TrainingData1 and Grade 4, and a 'Main' button.



National & International Assessments

School view

AMS
Online mode
Request help ROBERT SUTCLIFFE

AMS

Districts

School > School 35

School 35

Training data 1 | Grade 4 | Main

Provide School Characteristics

Please review and update any missing or inaccurate information. The NAEP team uses this information to plan assessments.

School Information

School name: School 35

District: District 02

Website: <http://www.school1000200035.westatstudies.com/>

Phone: (555) 123-4567 | Assessment date: 02/15/2024 | Grade: 4 | Subjects: Math & reading

Physical address: 135 School Drive, Schoolville, TS 12345 | Mailing address: Not answered

Show on Google Maps | Show local weather forecast | Show local time

Select 668 to update the information. [See it](#)

Grade 4 Information

How many students are enrolled in grade 4? Not answered

Does this school have a year-round calendar with multiple tracks of grade 4 students? No

Is this school considered a charter school for grade 4? Not answered

When does winter break begin in December? Not answered

When does winter break end in January? Not answered

Select 668 to update the information. [See it](#)

Manage Team

Assign staff to work with the NAEP team on assessment details.

School Team

Name	Position	Contact info	Invite/Edit
Maud, Mickey	School Principal	@MaineNSC@gmail.com	+
-	School Coordinator	@	+
-	On-site Technology Coordinator	@	+

NAEP Team

Name	Position	Contact info	Assignment	Edit
Sherwood, Kaileen	Field Director	440-339-9010 @KaileenSherwood@westat.com		

AMS
Online mode

Schedule Assessment Planning Meeting

Schedule a Zoom meeting with the NAEP team to review the assessment plan.

[Schedule Assessment Planning Meeting](#)

Technical Logistics

Confirm network credentials provided in the Internet Connectivity Survey. Complete the safestest and speed test.

Manage Questionnaires

Identify school staff members to complete online NAEP questionnaires.

Support Assessment Activities

Share the Teacher Notification Letter and attach the List of Participating Students. Distribute the Student Appointment Cards to help assessment day run smoothly.

Meeting between AC and School Coordinator

Not scheduled

[Schedule Assessment Planning Meeting](#)

Meeting between AC and On-Site Technology Coordinator

Not scheduled

[Schedule Assessment Planning Meeting](#)

This section will be available soon.

Manage Questionnaires

0

Not started

0

In progress

0

Completed

0

Hardcopy

School Questionnaire

[Not identified](#)

Teacher Questionnaire

[Not started](#) [In progress](#) [Completed](#)



MSAA and MSAA Science

Maine's alternate assessments based on alternate academic achievement standards (AA-AAAS)

Administration Window:

March 11 – April 26, 2024

Upcoming fall trainings:

Alternate Academic Achievement Standards

October 30, 2023 3-4pm

Training for MSAA Test Coordinators

November 12, 2023 3-4:15pm



ACCESS and Alternate ACCESS for ELLs

Maine's general and alternate assessments of English language proficiency,
for students identified as multilingual learners.

Administration Window:
January 8 – March 3, 2024

Upcoming fall trainings:

Overview of ACCESS for ELLs for New Test Coordinators

September 18, 2023 3-4pm

Overview of Alternate ACCESS for ELLs

October 2, 2023 3-4pm

Accessibility Features and Accommodations on ACCESS for

ELLs

October 23, 2023 3-4pm



Support Available

Jodi Bossio-Smith

Director of Assessment

MSAA Math & ELA/Literacy, MSAA Science

ACCESS for ELLs & Alternate ACCESS for ELLs

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