

Maine DOE Assessment Team

Monthly Update, October 2024

Updated Resources for SY2024-2025

- **Monthly office hours with the Assessment Team**
2nd Wednesday of every month, 12-1pm. Registration link here: [Office Hours](#)
- **Assessment technical assistance available to Maine SAUs/schools upon request**
The request form is linked here: [SAU Request for Assessment Technical Assistance](#)
- **Updated assessment guidance documents**
 1. Maine Comprehensive Assessment System Guidelines 2024-2025 linked here: [MECAS Guidelines](#)
 2. Assessment Technical Assistance Plan 2024 -2025 linked here: [Technical Assistance](#)
 3. Assessment Security Handbook 2024-2025 and resources linked here: [Assessment Security](#)
 4. SY2024-2025 Assessment Calendar can be found below and is also linked here: [Maine Assessment Calendar | Department of Education](#)

Important General Reminders

- ✓ **Keep student enrollment data up to date!** Enrollment data in Synergy is utilized to populate the NEO, assessment reports, add students to the assessment platforms, etc.
- ✓ **Keep staff data up to date in NEO** – Teams and offices across the Maine DOE utilize the SAU contact information in NEO when sending out targeted information about upcoming events and trainings.
- ✓ **Do you have challenges with Synergy, NEO, or just have a data-related question? The MEDMS Helpdesk is here to help: medms.helpdesk@maine.gov or (207) 624-6896**
Hours:
Mon - Wed: 8am - 4pm
Thursday: 8am - Noon
Friday: 8am - 4pm

NWEA Maine Through Year Assessment

Maine DOE Assessment Coordinator: **Krista Averill**

Contact Krista at Krista.Averill@maine.gov or 207-215-6528.

Fall 2024 Administration

The Fall 2024 Through Year Assessment administration window is September 16 through October 25.

Students must be enrolled in Synergy in order to be reflected in the school's roster in Acacia. It is the responsibility of the SAU/school to ensure that students are enrolled in Synergy before the first day of the local administration schedule. The local administration schedule can occur at any time within the six-week state administration window, although it is strongly recommended to reserve the last week of the state window for make-up sessions.

Letter for Parents/Guardians

As requested, a [letter for parents/guardians about the Maine Through Year Assessment](#) is now available.

Updating of Chosen/Preferred Student Names

To update a student's chosen name in Acacia, please reach out to NWEA Partner Support at (855) 430-1777. To appear on the student's test tickets and within the secure lockdown browser, a student's chosen name must be updated before the student logs into the assessment. Students' chosen names will also appear on student results reports.

Assessment Resets

Please see the [Assessment Reset Process Flow](#) for a list of acceptable criteria for an assessment reset as well as for the link to the request form. Please note that reset requests must be submitted by 4:00 PM on October 18. No reset requests will be accepted during the last week of the administration window.

Reporting Groups

In order for those with the Instructor role in MAP Growth to be able to see students' score results in Acacia, Instructors must be assigned to students within a Reporting Group in Acacia. Reporting Groups must be created by the end of the administration window. For more information on creating groups, please see Part 7 of the [User and Student Management Guide](#).

A trick for quickly and easily identifying students who have not yet been assigned to a Reporting Group is to generate a Testing Status Report from Operational Reports in Acacia. Column AO includes the student's assigned Reporting Groups; if the field is empty, it indicates the student has not yet been assigned to a Reporting Group. (More information about Operational Reports can be found in Part 5 of the [Assessment Coordinator Guide](#).)

Multilingual Learner Exemption Guidance

Newly arrived multilingual learners may be exempt from the reading assessment (only) if:

- 1) they have a US School Entry Date in Synergy within 12 months of the last day of the administration window, and

2) they have an ML Start Date in Synergy.

The [ML Exemption Guidance document](#) provides exact US School Entry Date ranges for exemption from different administrations of the Maine Through Year Assessment.

SAU Data Cleanup Checklist

[SAU Data Cleanup activities](#) take place throughout the assessment administration window till November 1.

Preparation of Assessment Coordinators

Assessment Security Training

Assessment Coordinators must watch the assessment security [training video](#) and review the Assessment Security Handbook before signing the MEA Assessment Security & Data Privacy Agreement, Appendix A in the [Assessment Security Handbook](#).

Maine Through Year Assessment: Assessment Coordinator Training

The training module must be completed by the District and School Assessment Coordinators prior to the local administration of the fall assessment; after successful completion of the module, coordinators will download a certificate of completion to keep on file. District and School Assessment Coordinators can request access to the training module by utilizing [this form](#).

Representatives from NWEA's technology & operations team and/or program management team will be present at the October 9 Assessment Team Office Hour to answer your questions regarding pre-administration activities in the Acacia platform.

Preparation of Proctors

Assessment Security Training

Proctors are required to watch two assessment security trainings once per academic year:

- [Assessment Security Overview Training Webisode](#) (5 minutes)
- [Assessment Irregularities! What Now? Security Training Webisode](#) (3 minutes)

MEA Assessment Security & Data Privacy Agreement

Proctors are required to sign the MEA Assessment Security & Data Privacy Agreement once per academic year. The agreement is found in Appendix A of the [Assessment Security Handbook](#).

Maine Through Year Assessment Proctor Training Video

Proctors of the Maine Through Year Assessment are required to watch the [Maine Through Year Assessment Proctor Training Video](#) (9 minutes) once per academic year.

Professional Learning Opportunities

Understanding Scores from the Maine Through Year Assessment

Participants will learn about the two score types produced by the Maine Through Year Assessment, RIT scores and the Maine scale score, including their similarities, differences, and uses. Opportunities for Q&A will be provided, and participants may submit their questions prior to the session.

- Thursday, October 10: 3:30-5:00 PM ([Registration Link](#))

NWEA Professional Learning Opportunities

Maine DOE and NWEA have developed several professional learning (PL) opportunities for the 2024-25 school year. Below are the offerings for this fall. Visit the [NWEA PL registration website](#) for more information.

*Balanced Assessment Systems for Leaders** ([Registration Link](#))

- Session 2: What are best practices for comprehensive assessment planning and improving student outcomes?
 - October 7, 3:30-4:30 PM
 - October 16, 11:30 AM – 12:30 PM

*Student-Centered Assessment Literacy** ([Registration Link](#))

- Session 1: What is assessment literacy? What helps make assessment processes and practices matter to students?
 - November 12, 3:00-4:30 PM
- Session 2: Which structures and strategies support a culture of learning? How do you use classroom assessment tools to build assessment literacy?
 - November 14, 3:00-4:30 PM

Using Achievement Level Descriptors to Ensure Classroom Rigor ([Registration Link](#))

- October 17, 3:00-4:30 PM

Triangulating Data for Instructional Insights ([Registration Link](#))

- October 15, 3:00-4:30 PM

*Attendance at session 1 is not necessary for attendance at session 2.

Whom do I contact if I need help?

NWEA Maine Partner Support (855) 430-1777 OR techsupport@nwea.org	Maine DOE MEDMS Helpdesk (207) 624-6896 OR MEDMS.Helpdesk@maine.gov	Krista Averill, Maine DOE Assessment Coordinator (207) 215-6528 OR Krista.Averill@maine.gov
<ul style="list-style-type: none"> • Technical issues with the Acacia and MARC (MAP Growth) platforms • Technical issues with the State Solutions Secure Browser • Support with pre-administration activities in Acacia and MARC and with administering the online assessment • SAU data clean-up tasks 	<ul style="list-style-type: none"> • Updating enrollments in Synergy • Missing students from assessment rosters <u>in NEO</u> 	<ul style="list-style-type: none"> • Questions related to assessment policy, content, accessibility, scoring, and reporting • Fixing a student who appears on your assessment roster in NEO but not in Acacia • Any other problems that NWEA Maine Partner Support or MEDMS Helpdesk are not able to resolve

Maine Science Assessment

Maine DOE Assessment Coordinator: **Krista Averill**

Contact Krista at Krista.Averill@maine.gov or 207-215-6528.

Student Score Reports

Spring 2024 SAU, school, and student reports will be available in mid-October 2024 in the [Kite Reporting Platform](#). An email will be sent to DACs once scores are available.

Looking Ahead to Spring 2025

Administration Schedule: The high school administration window has been moved earlier in April to avoid an overlap with AP exams.

- High School: April 2-17, 2025
- Grades 5 and 8: May 12-23, 2025

Changes to the Administration

- ALL Grade Levels: Removal of Session 4 (Student Questionnaire)
- High School ONLY: Sessions 1, 2, and 3 reduced from 60 minutes each to 50 minutes each
 - There will be no change in the number of questions.
 - Data from previous administrations reflect that nearly all high school students without extended time complete each session within 50 minutes.

Multi-State Alternate Assessment (MSAA) and MSAA Science

Maine DOE Assessment Coordinator: **Mechelle Ganglfinger**

[Contact Mechelle](#) or 207-242-4244

The Alternate Assessment Listserv has been established to provide improved communications related to Maine's Alternate Assessments administration, accommodations, instruction for students with significant cognitive disabilities, and other associated issues. If you would like to sign up to be on Listserve please do so through the following link: [Join the ALternate Assessment Mailing List](#)

The Guidance for IEP Teams on Participation Decisions for Maine's Alternate Assessments based on Alternate Academic Achievement Standards (AA-AAAS) [Participation Guidance for IEP Teams](#) has been recently updated. This document is intended to outline steps to guide Individualized Education Program (IEP) Teams to determine whether an alternate assessment is the most appropriate assessment for an individual student. These steps include:(a) reviewing student records and important information across multiple school years and settings (e.g., school, home, community), and (b) determining whether the student fits all criteria for participating in alternate assessments, as outlined in the document. Students deemed eligible will participate in an alternate assessment in all content areas. Please note that this resource document which is linked in the Special Education Procedural Manual has not been updated. Please refer to this updated document: [Participation Guidance for IEP Teams](#)

With the start of the new school year approaching, it is important to keep this year's MSAA administration dates in mind. Please refer to the [SY2024-2025 Alternate Assessment Timeline](#) to make sure you stay on track as the year progresses.

Upcoming Professional Learning Opportunities

MSAA: 1% Action Plan Training: Thursday, October 10, 2024, 3:00pm-4:00pm

Presentation Description: Participants will gain understanding of what is ESSA's cap on alternate assessment participation and the 1%, what are the requirements of SAUs that exceed the 1% threshold, what percent of Maine students participate in alternate assessments and the why of an action plan? A discussion on what action planning entails will be provided?

[Registration Link: MSAA: 1% Action Plan Training](#)

MSAA Training for SPPS Alternate Assessment Test Coordinators (TC's): Monday, November 7, 2024, 3:00pm-4:00pm

Presentation Description: TCs will develop understanding of the various components of the MSAA and MSAA Science, as well as the responsibilities of the Coordinator before, during and after assessment.

[Registration Link: MSAA Training for SPPS Alternate Assessment TCs](#)

MSAA Training for SPPS Alternate Assessment Administrators TAs

Monday, November 14, 2024, 3:00pm-4:00pm

Presentation Description: TAs will develop understanding of the various components of the MSAA and MSAA Science. TAs will learn the responsibilities of the TA before, during and after assessment. Participants' questions related to administrative tasks and platform features will be addressed.

[Registration Link: MSAA Training for SPPS Alternate Assessment Administrators \(TAs\)](#)

MSAA Training for Alternate Assessment Test Coordinators (TCs)

Monday, November 18, 2024, 3:00pm-4:00pm

Presentation Description: TCs will develop understanding of the various components of the MSAA and MSAA Science and will gain an understanding of the responsibilities of the Coordinator before, during and after assessment.

[Registration Link: MSAA Training for Alternate Assessment TCs](#)

MSAA Training for Alternate Assessment Test Administrators (TAs)

Monday, January 13, 2025, 3:00pm-4:00pm

Presentation Description: TAs will develop understanding of the various components of the MSAA and MSAA Science. TAs will learn the responsibilities of the TA before, during and after assessment. Participants' questions related to administrative tasks and platform features will be addressed.

[Registration Link: MSAA Training for Alternate Assessment TAs](#)

National Assessment of Educational Progress (NAEP)

Maine DOE Assessment Coordinator: **Dr. Regina Lewis**

[Contact Regina](#)

NAEP 2024 Reporting

The NAEP 2024 results release will be delayed. At this time, The NAEP 2024 results are tentatively scheduled to be released in early February 2025 due to the additional analyses required by the transition to school Wi-Fi. Analyses of the new eNAEP assessment platform as well as the comparison of the administration of NAEP 2024 on Chromebooks with the administration of the assessment on Microsoft Surface Pro tablets used in the previous computer-based administrations of NAEP will also be conducted.

If you have any questions about the NAEP 2024 administration or the upcoming release of the results, please contact Dr. Regina Lewis at regina.lewis@maine.gov or 207-530-1355.

Why is the National Center of Education Statistics modernizing NAEP?

NCES has continuously made enhancements to the NAEP program since it began in 1969, focusing on efficiency, improving participant experiences, and ensuring the assessments reflect how and what students are learning. NCES is currently implementing modernizations that allow for more flexible and authentic assessment experiences. The goal is to have a flexible model for assessing students online, in any environment, and on familiar devices. Such advancements will ultimately allow NCES to assess students in a variety of settings or locations, including remotely as needed.

What modernizations are planned for NAEP in 2025 and 2026?

NCES will continue the progress toward administering NAEP using school Internet and on devices (e.g., desktops, laptops, or tablets with keyboards) that students are familiar with. By using familiar devices, students will be able to participate in NAEP in ways that are more authentic to their learning experiences in and out of the classroom. In 2025, NAEP will conduct a field test to help refine processes, protocols, and system enhancements for future assessments.

Notable changes for future NAEP administrations:

- The transition to school devices will begin with the 2026 administration of the NAEP assessments. Schools with Windows and/or Chrome based devices will administer the NAEP in a similar manner as other state assessments.
- The NAEP 2026 Mathematics and Reading assessments have updated frameworks and new items.
- The NAEP 2028 Science assessment will be based on the updated NAEP 2028 Science Framework.

International Assessments

Maine DOE Assessment Coordinator: **Dr. Regina Lewis**

[Contact Regina](#)

What's up and coming with the International Assessments:

U.S. not participating in the Progress in International Reading Literacy Study (PIRLS) 2026

The Progress in International Reading Literacy Study (PIRLS) will be administered around the world in 2026. The National Center for Education Statistics (NCES), which oversees the administration of PIRLS in the United States, is not currently planning to participate in the next administration for budgetary reasons. For additional questions, please contact Regina Lewis at regina.lewis@maine.gov

ACCESS and Alternate ACCESS

Maine DOE Assessment Coordinator: **Mechelle Ganglfinger**

[Contact Mechelle](#) or 207-242-4244

The [Maine DOE English Language Proficiency Assessments Webpage](#) has been recently updated with several links to various resources related to ACCESS testing to assist test coordinators and test administrators as they prepare for and administer the ACCESS and Alternate ACCESS assessment.

Please note, the Maine DOE now recommends annual recertification in the relevant ACCESS and Alternate ACCESS administration courses.

The upload of the student pre-ID file takes place at the end of October. This is how Maine's multilingual learners are entered into the WIDA AMS platform. Please ensure that as enrollment continues through September and October, all returning MLs as well as newly identified MLs have an accurate **ML Start Date** in Synergy.

The NEO contacts list now has a new primary contact field: Directors/Coordinators of Multilingual Programs. Please make sure that as your district is updating NEO contacts for this school year, your information is included in that field.



Important Dates

11/21/24 - 2/28/25
12/12/24 - 12/13/24
12/12/24 - 2/21/25
1/6/25 - 2/28/25
3/11/25

WIDA AMS Test Setup Available for Registrations
Districts Receive Test Materials
Additional Test Material Ordering Window in WIDA AMS
Test Window
Deadline for Shipping Completed Test Materials to DRC -Postmark date

Maine DOE Upcoming Professional Learning Opportunities

Overview of ACCESS for MLs, New Test Coordinators (all are welcome): Monday, October 21, 2024, 3-4pm

Presentation Description: Participants will be provided an overview of WIDA Alternate ACCESS including scheduling, basics of administration, and review of training resources.

[Registration Link: Overview of ACCESS for MLs for New Test Coordinators](#)

Alternate ACCESS for MLs: An overview - Monday, October 28, 2024, 3-4pm

Presentation Description: Participants will be provided with information on how to create WIDA user accounts, monitor test administrator training completion, use WIDA AMS, and how to administer the WIDA ACCESS assessment.

[Registration Link: Alternate ACCESS for MLs: An overview](#)

Accessibility Features and Accommodations on the ACCESS Assessment: Monday, December 2, 2024, 3-4pm

Presentation Description: Participants will be provided with guidance on the selection and administration of Administrative Considerations, Universal Tools, and Accommodations available on the ACCESS assessment.

[Registration Link: Accessibility Features and Accommodations on the ACCESS Assessment](#)