Participation percentages include general and alternate assessments. All assessment participation rates for the past 3 years have been above the ESSA required 95% with the exception of Science. This year Maine met the Federal requirement of ensuring less than 1% students participate in alternate assessments.
Where to Find Information/Materials

Start with the Maine Comprehensive Assessment System (MeCAS) Homepage
https://www.maine.gov/doe/Testing_Accountability/MECAS

When you are on the MECAS home page the three options are *Test Administration Materials & Training, *Test Results and *Supports & Resources. You can click on these 3 options on the left side, or in the center on the respective boxes.

Under the *3 center boxes/links, you will find:

- The link to Special Consideration Exemption Requests,
- A link to NEO Super Search to find who is your District Assessment Coordinator or DAC
As the assessment team continues to prepare for the 2020 spring administration and supporting you in your roles within the district, the team is now sending out a monthly update with any and all pertinent assessment information.

On the right side of the MECAS Home Page, click on *Assessment Monthly Update.

That will open the window listing *all monthly updates archived back to September 2019.
The calendar of all MEA testing dates is housed in the tab of Test Administration Materials & Training.
Test Administration Materials & Training is selected, individual *MEA individual assessments may be selected to obtain specific testing materials and trainings regarding:

- eMPowerME
- *SAT
- MSAA Alternate Math & ELA/Literacy
- MEA Science
- Science Alternate Assessment (SAA – formerly PAAP)
- WIDA ACCESS for English Learners, and
- National Assessments such as NAEP

If you cannot find the material document for a particular assessment here, please also click on link for *Supports & Resources
In the *Supports & Resources tab you will find expandable accordion boxes for *Communication Toolbox and *Federal Requirements.
Expanding the Communication Toolbox you will find *letters to accompany Individual Students Reports (ISRs) translated into 11 languages for both General Assessments (eMPowerME, SAT, MEA Science) and Alternate Assessments (MSAA & PAAP).

A parent/family resource includes a recorded *webinar and slide deck describing how to read and interpret ISRs.

For districts who use *School Messenger to post MEA results, we include a document outlining how to distribute ISRs via Secure Email.
Federal Requirements includes the Elementary and Secondary Education Act (ESEA) assessment requirements.
Within the Supports and Resources *SAT accordion/expansion link, you will find:

- The full 2019 SAT released test booklet,
- The 2019 Question/Answer Student Guide,
- And a link to SAT practice within Kahn Academy
Within Test Administration Materials and Training, you can click on the *eMPowerME, *SAT or *MEA Science, and you will find the majority of materials in the center of each assessment. The subheadings for each may be different.

On the *right hand side for these 3 assessments, you will also find a link to join the MEA listserv, a Calendar of Events, and/or an FAQ document when applicable.
The Test Results tab on the left brings you to 5 center labels which accordion expand when you click on each for more options.

- *Assessment Results Public
- *MAARS Confidential
- *Legacy Assessment Data
- *NAEP Nation’s Report Card
- *Additional Resources
*Test Results Reports brings you to a list of downloadable documents such as standard setting reports, technical reports, alignment studies, and equating reports.
Let’s go back to the Test Administration Materials & Training section for SAT.

In the *Training Materials gray box, so far we have posted:

- The link to College Board’s SAT Test Center Supervisor/SSD Coordinator online training;
- The SAT State Allowed Accommodations (SAA)
- An option SAT SAA Parent Consent Form
- College Board Approved Translation Glossaries
- SSD Support Temporary Conditions form; and
- SAT Student Answer Sheet Instructions for pre-administration activities

In the *Manuals and Guides gray box, we have posted:

- SAT Coordinator Implementation Handbook;
- SAT School Day Accommodated Testing Manual;
- SAT School Day Standard Testing Manual; and
• SAT School Day Test Coordinator Manual

As more 2020 training, webinars, manuals and guides become available and posted, please check these pages often for updates.
Below the SAT Manuals and Guide will be a gray box including the *SAT Test Directions in English and translated into 15 languages.
Confirm your enrollment in NEO/Student Data Dashboard

- [https://neo.maine.gov](https://neo.maine.gov) login
- Click “Student Data” module

Be sure to confirm your enrollment in the NEO Student Data Dashboard

- Click on NEO URL
- Click on *Student Data*
- Click on *Student Reports*

Remember that for the SAT enrollment AKA Bulk Registration, DOE sent that file to College Board on February 7th. Students who leave your district after that you will receive Pre-ID test labels for and you can shred.

Students who move into your district after Feb 7 will need to complete paper-registrations as they will not have Pre-ID labels.
Choose Reporting Area *Assessment, look for *SAT Report, and click * View Report. The NEO roster for 3rd year high school students eligible for SAT snapshot was taken on February 7, 2020. Those students on the roster at that time will receive SAT test booklets with pre-ID labels. Any changes in NEO after 2/7 will require students to do a paper-registration.
How To Stay Updated

1. District Assessment Coordinator (DAC) email list

2. MEA listserv – subscribe!
   https://mailman.informe.org/mailman/listinfo/mea

3. DOE Updates: http://mainedoenews.net/
   Click ‘Subscribe’
   Fill out the required fields & click ‘Subscribe to List’
   For past announcements, click ‘Browse by Category or Month’ – scroll down to find Assessment

1. If you are a *DAC, you should be on the email list for messages coming directly from Janette Kirk. If the DAC in your district needs to be changed, speak to your superintendent as NEO login credentials are needed for staff changes through the Staff Module/Certification Report.

2. Please subscribe to the *MEA listserv if you are not already

3. Subscribe to the *DOE Newsroom Updates
For questions regarding the eMPowerME assessment, please contact me, *Nancy Godfrey, at this phone/email listed on this slide.