



Next Generation Assessment Bulletin

District of Columbia | Office of the State Superintendent of Education

March 15, 2023

Upcoming Training Sessions for All Assessment Programs

Date	Time	Reminder	Audience	External Link
<i>Monday, Feb. 13</i>	<i>Ongoing</i>	<i>ACCESS for ELLs Testing Begins</i>		
<i>Monday, March 13</i>	<i>Ongoing</i>	<i>MSAA & DLM Testing Begins!</i>		
Thursday, March 16	1 – 3 p.m., Webinar	Technical Assistance during PARCC/DC Science Testing	PARCC Test Coordinators, Nonpublic School Test Coordinators, Required; LEA Assessment Managers, Optional	Register
<i>Friday, March 24</i>	<i>4 p.m.</i>	<i>ACCESS Testing Ends</i>		

Program Updates

Click each program heading below to travel to that location in the Bulletin

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Contact: OSSE.Assessment@dc.gov

- *Professional Development Opportunity: Assessment Literacy—NEW!*

[Test Security](#)

Contact: Lauren.Thompson@dc.gov

- Due: School Test Security Plans!
- Test Security and Administration Tips!

[ACCESS/Alt ACCESS for ELLs](#)

Contact: Asaad.Fulton@dc.gov

- Pre-Reporting Data Validation Window – *New!*
- Alternate ACCESS Field Test
- ACCESS for ELs Online Test Ticket
- Additional Material Ordering Window

[MSAA](#)

Contact: Asaad.Fulton@dc.gov

- Student Registration – *New!*
- MSAA Test Administrator Training

DLM

Contact: Chelsea.Charland@dc.gov

- DLM Administration Updates and Reminders

PARCC & DC Science

Contact: OSSE.Assessment@dc.gov

- *PARCC & DC Science Technology Coordinator Training Posted—New!*
- *PARCC & DC Science Materials Arriving at Schools—New!*

Assessment Team Contacts

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General Information

New Learning Opportunity for Instructional Leaders

Calling all instructional leaders who want to further their understanding of assessment! If you desire to engage with other professionals to build long-term capacity and support fellow teachers, this may be the right professional opportunity for you.

OSSE invites instructional leaders who currently have a foundational understanding of assessment to participate in a valuable professional learning opportunity. The purpose of this cohort is to build long-term capacity in a cadre of LEA leaders who can then support teachers at their LEAs. This series of workshops, some in-person and some virtual, will take place between additional asynchronous modules, for a total of four workshops.

The first in-person workshop will take place on March 7 at OSSE, 1050 First St. NE, from 9:30 a.m. to 3 p.m. Interested participants should contact Yolanda.Barber@dc.gov for registration or additional information.

Test Security

Due: School Test Security Plans!

For schools planning to begin PARCC and/or DC Science testing on April 3rd, which is the first day of the testing window, school test security plans will be due on March 13th. As a reminder, the Quickbase school test security plan application automatically calculates due dates for final school test security plans once intended testing start and end dates have been entered.

Test Security and Administration Tips:

- Secure test materials may not be transported out of school buildings. Once test materials have been delivered to a school site, they must remain in a secure location on the premises. Please ensure that initial and additional orders of testing materials are ordered directly to the school where testing will take place.
- Testing a single session over multiple days is not permitted. If a student's test session is interrupted and they cannot complete the session within the school day, the school must submit an incident report to OSSE and await further guidance from OSSE.

2023 Assessment Monitoring

OSSE is charged with monitoring and overseeing statewide assessment security and administration practices during testing to ensure that assessments are administered securely and under standardized testing conditions.

OSSE will monitor **all** statewide assessments in person beginning in February. The OSSE Assessment Monitoring Checklists for ACCESS, Alt. ACCESS, MSAA, DLM, PARCC and DC Science are now posted on [OSSE's Test Security and Test Integrity website](#). OSSE will select schools for onsite monitoring primarily based on random selection but may also select schools for monitoring based on security or administration issues.

OSSE staff are designated as essential staff and therefore are permitted to enter school buildings as guests. OSSE will not notify schools that have been selected for assessment monitoring and may visit a single school site for multiple assessments. If your school has any health and safety protocols in place, please note them in your school test security plan so that assessment monitors are aware before visiting.

Please contact Yolanda.Barber@dc.gov with any questions regarding statewide assessment monitoring.

Test Security Training Modules

The Test Security Training Modules are available on the [Test Security and Test Integrity Information and Documents](#) section of [OSSE's webpage](#).

These modules are required for all LEA Test Integrity Coordinators, LEA Assessment Managers, LEA Test Coordinators and Nonpublic School Test Coordinators, including those responsible for ACCESS and Alternate ACCESS, MSAA, DLM, DC Science and PARCC.

Upon the completion of all training modules, you will need to complete a quiz and certification form (the first six demographic items listed in the quiz serve as the certification form information), verifying that you have viewed all content.

A score of 80 percent or higher (at least 96 points out of 120 total points) on the quiz will serve as the official attendance and completion of the 2023 Test Security Training.

If you are new to the Test Coordinator role and have not completed test security training, email Lauren.Thompson@dc.gov for next steps.

Note: School test security plans will not be approved if the LEA Assessment Manager or LEA Test Coordinator listed in the plan did not complete the Test Security Training.

OSSE School Test Security Plan Quickbase application: Now Open!

The OSSE School Test Security Plan Quickbase application is now open. The application can be accessed at this link: octo.quickbase.com/db/bmiq8fedd

All schools participating in statewide summative assessments in the 2022-23 school year are required to submit a school test security plan for each required assessment. Please note that **draft plans** must be entered to inform OSSE of each school's expected testing start and end date for each assessment, which allows the Quickbase application to automatically calculate the due date for the final plan.

Draft Plan Tip!

The first date on your security plan is the first day testing will take place during the testing window. The assessment end date is the final day testing will take place during the testing window. When entering your school's assessment start date, avoid entering the official start and end dates of the testing window into this field, unless those are the dates you will actually begin and end testing.

For example: The ACCESS for ELLs testing window is from Feb. 13 - March 24 and your school plans to administer ACCESS for ELLS testing from Feb. 22 - March 17. The start date of ACCESS for ELLs that should be entered into Quickbase is Feb. 22 and the end date that should be entered into Quickbase is March 17. These are the accurate start and end dates of ACCESS for ELLS administration for your specific school.

ACCESS/Alt ACCESS for ELLs

Pre-Reporting Data Validation Window

The Pre-Reporting Data Validation window for LEAs in WIDA AMS is from **April 21-April 28**. During this time, LEAs will make corrections to student data before the reporting window. Guidance for LEAs during Data Validation window is forthcoming and will be made available via the NGA Bulletin.

Data Managers and Test Coordinators are highly encouraged to view the **Post Testing: Data Validation** Webinar that was held on **Tuesday, March 7**. You can access this webinar and any others that took place through your [WIDA Secure Portal](#) account under [webinars](#).

Please contact Asaad Fulton at Asaad.Fulton@dc.gov if you have any questions about the Data Validation Window for ACCESS/Alt ACCESS.

Alternate ACCESS Field Test

The Alternate ACCESS Field Testing window for the District of Columbia is open from **Monday, Feb. 13 – Friday, March 24**. As a reminder to LEAs, the Field Test is a **mandatory** requirement of administration for the 2022-23 school year.

As a result of this field test, WIDA will produce a redesigned Alternate ACCESS field test that includes a kindergarten form for the 2023-24 school year, as well as an alternate screener.

More information about the Alternate ACCESS Field Test can be found [here](#). You can also refer to the [Alternate ACCESS Field Test Memo](#) that was released in September 2022.

If you have any questions about the Alternate ACCESS Field Test, please reach out to Asaad Fulton – Asaad.Fulton@dc.gov

ACCESS for ELs Online Tickets

As a reminder to Test Coordinators and Test Administrators of the ACCESS for EL's Online assessment, it is **required** that testing tickets be collected after students have logged in to their online test session. These are secure materials that should be stored away once your students have begun testing.

If you have any questions about secure testing materials, please email Asaad Fulton at Asaad.Fulton@dc.gov

Additional Material Ordering Window

The Additional Materials Ordering Window is **Monday, Feb. 6 – Friday, March 24**. During this window, you may order additional test materials in WIDA AMS as needed. **Please use the Additional Materials Ordering Tab in WIDA AMS.**

- **The initial shipment included extra copies of materials.** The extra materials must be used before any orders for additional materials may be placed.
- **Do not dispose of DRC District/School labels until your test window is closed.** If you have a late tester, you will need these labels.
- **Additional orders must be placed by District Test Coordinators only.** These orders will be shipped directly to the LEA.
- **Test Administrators that need additional materials must consult with a District Test Coordinator.** This is to determine whether the LEA has the material on hand or whether an order for additional materials may be placed.

Please contact Asaad Fulton at Asaad.Fulton@dc.gov if you have any additional questions about the arrival of ACCESS materials or ordering additional materials.

MSAA

Student Registration

Test Coordinators that are responsible for MSAA administration are **required** to confirm all students approved for Alternate Assessments are successfully registered for the MSAA assessment. Please report any discrepancies via QuickBase by submitting an OST Ticket.

If you have any questions or require support in preparation for MSAA administration. Please email Asaad Fulton at Asaad.Fulton@dc.gov

MSAA Test Administrator Training

The MSAA Test Administration Training was held on **Wednesday, Feb. 1** for Test Coordinators and Test Administrators. You can access the PowerPoint Presentation [here](#) as well as view the training video [here](#).

- Test Coordinators will receive access to the MSAA Platform on **Monday, Feb. 27**.
- Test Coordinators will create all necessary Test Administrator accounts.
- Test Coordinators and Administrators must complete all training modules on the MSAA Platform. **Tas must pass the final quiz with 80 percent accuracy. TCs are not required to take the final quiz.**
- All MSAA materials are downloaded from the MSAA platform and are to be treated as **secure** materials.

Please contact Asaad Fulton, Special Populations Assessment Specialist at Asaad.Fulton@dc.gov if you have questions regarding the MSAA Administration Training or about the MSAA Assessment.

DLM

DLM Administration Updates and Reminders

OSSE completed rostering eligible DLM students in grades 5 and 8 the week of Feb. 13. LEAs and nonpublic schools are responsible for rostering remaining grade 5 and 8 students once Teacher accounts are added, as well as any high school students eligible for the DLM assessment. Video guides for completing this process are available [here](#).

Self-paced DLM Test Administrator training is currently available, and completion of this training is **required** for all new and returning test administrators. Any user assigned the role of Teacher in the

Kite Educator Portal will be automatically enrolled in the required training course. Test Administrators must complete the training and earn at least 80 percent on the embedded quiz to complete pre-administration setup tasks and administer the DLM assessment. [Click here for more information.](#)

Key dates and additional process details can be found below:

DLM Key Dates	
Dates	Action
Jan. 9 – Feb. 3	OSSE enrolls grades 5 and 8 eligible students; LEAs and nonpublic schools enroll eligible high school students
Jan. 16 – Feb. 3	DLM LEA Test Coordinators add/update Test Administrator accounts for their LEA in Kite Educator Portal
Feb. 6 – Feb. 17	OSSE rosters grade 5 and 8 eligible students; LEAs and nonpublic schools roster eligible high school students
Feb. 17 – March 13	Test Administrators complete First Contact Survey and Personal Needs and Preferences (PNP) prior to testing
March 13 – April 28	DLM administration window

For questions about DLM, please contact Chelsea.Charland@dc.gov.

PARCC & DC Science

PARCC & DC Science Technology Coordinator Training

The PARCC & DC Science Technology Coordinator Training was held on Feb. 18. The training provided information about Pearson’s technology platforms, including technology setup, and technology tasks to complete before, during, and after testing. The presentation and meeting recording are posted on OSSE’s [Test Coordinator Resources](#) page.

As LEAs continue to prepare for PARCC and DC Science administration, Pearson encourages those who contact Pearson Customer Support to complete the customer support survey after communicating with an agent. Your feedback will help Pearson better understand any issues that are coming up, and how they can better meet the needs of stakeholders.

Please contact the OSSE Assessments Team at OSSE.Assessment@dc.gov with any questions.

PARCC and DC Science Materials Arriving at Schools

School Test Coordinators can expect PARCC and DC Science materials to arrive at schools beginning on **March 20**. Shipments include test manuals, accommodated test materials, and return shipping materials. Please be aware the PARCC and DC Science materials may ship separately.

When you receive your shipment(s), use the inventory list to ensure that all materials listed were included in the shipment. Once your shipment is inventoried, lock secure testing materials away in the secure location indicated in your school test security plan. If any materials are missing from your shipment, you can place an additional order in [PearsonAccessNext](#), beginning on **March 20**. Additional orders take about 5 to 8 days from the date ordered to arrive at schools.

Assessment Team Contacts

General Questions? Please email OSSE.Assessment@dc.gov or [schedule](#) an appointment with the OSSE team. Please be specific about the topics or questions you would like to discuss so that OSSE team members are prepared to support you.

Stephanie Snyder | Director of Assessments | Stephanie.Snyder@dc.gov

Lauren Thompson | Deputy Director of Assessments | Lauren.Thompson@dc.gov

Yolanda Barber | Math Assessment Specialist | Yolanda.Barber@dc.gov

Chelsea Charland | Science Assessment Specialist | Chelsea.Charland@dc.gov

Asaad Fulton | Special Populations Assessment Specialist | Asaad.Fulton@dc.gov

Rachel Knaizer | ELA Assessment Specialist & Test Administration Management |
Rachel.Knaizer@dc.gov

Cassidy Schenley | NAEP State Coordinator | Cassidy.Schenley@dc.gov

Archived NGA Bulletins

Previous NGA Bulletins and important resources can be accessed via Sharefile [here](#).