



The DAC Digest

Assessment & Accountability Updates

November 14, 2023

DAC Digest Communication

New:

November and December DAC Digest Schedule

The DAC Digest will have a different schedule throughout the months of November and December as we get into the time of year when schools are in and out of session. Please continue to monitor the DAC Digest and assessment emails, as important trainings, resources, and tools will continue to be released throughout the next few months. Wishing you a safe and joyful holiday next week!

The DAC Digest will not be sent during the following weeks:

- Week of November 20-26
- Week of December 18-24
- Week of December 25-31

As always, you may contact us with questions at dpioemail@dpi.wi.gov.

Accountability

New:

Final Report Cards

Today, the final 2022-23 report cards were released. The [public versions](#) can be shared with parents, school board members, school governing bodies, and the community at large. More information about the 2022-23 report cards can be found in [DPI's news release](#).

The secure versions of the report cards in SAFE must always remain secure - even after the public release. They are un-redacted (and could contain personally identifiable student information) and are provided to districts to support internal continuous improvement planning. The secure report cards may only be shared with district employees, as appropriate.

Notification Requirements

All schools - private and public - are required to share their most recent school report card with parents, along with a list of educational options for the students in the district. School boards need to post their complete school and district report cards and district-specific list of educational options on the district webpage. They also must publish a Class 1 notice that includes the most recent report card performance category rating assigned to each school within the district boundaries; a statement that the complete



school and district report cards are available on the website; and a description of educational options available to students in the district. Further details can be found on the [notification requirements webpage](#). If you have questions about report cards, please [contact OEA](#).

Reminder:

Data for 2023-24 Accountability Being Captured December 5

The [WISEdata Student Snapshot](#) scheduled for **December 5** will capture data to be used throughout 2023-24 School and District Report Cards and ESSA and IDEA accountability systems. Please see page 1 of the [November 9 DAC Digest](#) for more information and resources to help you prepare your data for this upcoming snapshot. If you have questions about the student data snapshot or how to resolve data issues, please submit a [WISE Help Ticket](#).

Assessment

New:

Assessment Professional Development and Coaching Series

"Assessment is the bridge between teaching and learning."

~ Dylan Wiliam

The Office of Educational Accountability has partnered with CESAs across the state to offer a free Assessment Professional Development and Coaching Series focusing on classroom level assessment and data use. This series will include 12 days of professional learning across the 2023-24 school year as well as five in-district coaching sessions. A one-time substitute teacher stipend will be provided for participating districts.

Assessment topics will include:

- Classroom Assessments
- Project-Based Assessments and Rubrics
- Performance Tasks
- Assessing Writing Across Classrooms, Grade Levels, and Content Areas
- Analyzing Data - Student Classwork / Formative, Interim, and Summative

Please share this free learning opportunity with your district leaders and administrators. We are looking to recruit a diverse group of 10 districts to participate within each CESA region; please note some regions may already be at capacity. Visit the [Assessment Professional Learning and Coaching Series website](#) or contact your local CESA office for more information and to apply for this professional learning and coaching series.

ACCESS for ELLs

Reminders:

Finalize Tech, Training

ACCESS testing begins on December 4. Please double-check that all staff who will be administering ACCESS have completed the necessary training(s) they will need in order to administer the assessment(s) they will be in charge of. Training is in the WIDA Secure Portal, and you may view training completion under Manage > Certification Report.

Now is also the time to finalize and check DRC Insight installs on student devices. You may also wish to designate time for students to take the practice tests, available within Insight. In particular, young students can often benefit from practicing using the microphone on Speaking, and students with disabilities should have experience with any accommodations they will be receiving on the test.

Test setup is open, and you may manage test sessions as needed, set accommodations, adjust demographics, and add any students missed during the October upload window.

Materials Delivery

On November 28, materials will be delivered to the district based on the rosters uploaded in October. Please plan to inventory your materials and distribute them to schools as needed. At this time, Additional materials may be ordered through the WIDA AMS portal, and they will be delivered in about two business days.

ACT

Reminders:

2024 Technical Readiness Resources

The following ACT online testing technical resources have now been posted to the [Wisconsin ACT Website, Step 2](#).

- Technical Coordinator Site Readiness Checklist
- ACT Online Testing Site Readiness Plan
- Technical Requirements for Taking the ACT, including ACT Technical Guide
- Mock Administration Manual

Selecting Staff for ACT Testing

DACs and Test Coordinators should carefully review the Staff Requirements and Staff Roles and Responsibility sections of the [ACT Test Coordinator Information Manual](#) (p. 16) when selecting staff for ACT testing roles. Staff who have relatives testing and athletic coaches are restricted in what testing roles and responsibilities they can be assigned to.



PreACT Secure

Reminder:

2024 Technical Readiness Resources

The technical requirements for taking the PreACT Secure and the PreACT Secure Technical Guide have been posted under the [Wisconsin PreACT Secure Webpage, Step 2](#).

DLM

Reminder:

User Accounts

User accounts need to be created for teachers who plan on administering the DLM. Administrators may begin their training as soon as an account has been created. Training should be completed as soon as possible. When looking through user accounts please remove any accounts of users that no longer need the access.

Forward Exam

New:

2023-24 Technology User Guide

The *Forward Exam Technology User Guide* is now available on the [Forward Exam Technology Requirements webpage](#). The user guide is a multi-volume set that describes how to configure, install, manage, and troubleshoot the DRC INSIGHT System.

Reminder:

Technology System Requirements

DACs and DTCs should review the updated technology system requirements for student testing devices for the 2023-24 administration, available on the [Forward Exam Technology Requirements webpage](#), to ensure student devices meet the minimum requirements for testing.

NAEP and International Assessments

New:

Internet Connectivity Survey and the NAEP AMS

Last week DACs with schools participating in NAEP should have received an email from Angela Dugas with instructions about registering for the [NAEP Assessment Management System \(AMS\)](#) and designating technology teams. The technology team member(s) should register for the NAEP AMS and then complete the Internet Connectivity Survey for their school(s) by December 1.



See the [NAEP webpage](#) for grade levels and content areas assessed, dates, additional information, and resources; and contact [Angela Dugas](#) with any questions. If there are issues with the [NAEP AMS](#), please contact the NAEP Help Desk at NAEPHelp@westat.com or (800) 283-6237. To reset your password for the NAEP AMS, click "Learn more about how to log in" and then click "Forgot password".

Reading Readiness

Reminder:

For detailed information about requirements for screening go to the [Assessment of Reading Readiness Overview webpage](#).

New Resources

As new resources are posted to our website, we will include them here for your convenience for a few weeks. This is NOT an exhaustive list but meant to highlight resources with significant relevance to our upcoming test windows.

Resource	Description	Assessment
Technology User Guide	Multi-volume guide to install and configure DRC INSIGHT testing application.	Forward
ACT and PreACT Secure Technical Requirements and Guides	Resources on technical requirements to test ACT online and PreACT Secure	ACT/PreACT Secure
Technology System Requirements	Updated System/Device requirements	Forward
ACT Schedule of Events	Schedule of Events contains important tasks and deadlines for administering the ACT.	ACT
PreACT Secure Schedule of Events	Schedule of Events contains important tasks and deadlines for administering the PreACT Secure.	PreACT Secure
ACT Administration Manuals and Forms	Manuals and forms to administer the 2024 ACT.	ACT

Important Dates to Remember

Be sure to refer to each specific assessment calendar for a complete list of key dates.

Date	Event	Program
November 14	Public release of the 2022-23 school and district report cards	Report Cards
November 22	Technology Training Videos available	Forward
November 23	DACs Assigned Permissions to the 2023-24 DRC INSIGHT Portal	Forward
November 28	Districts receive materials, additional material ordering window opens	ACCESS
December 1	NAEP Internet Connectivity Survey due	NAEP
December 4	Test Window opens	ACCESS
December 6	Attend Wisconsin Specific ACT Office Hour	ACT
December 8	Deadline to select ACT testing and shipping dates	ACT
December 10	Lists of students selected for NAEP will be available in the NAEP AMS	NAEP
December 29	New Forward Exam Practice Tests available	Forward
January 8	DRC INSIGHT Portal Guide and Test Administration Manual available	Forward
January 8	DAC and Test Administrator training videos available	Forward
January 8	Updated Student and Administrator Tutorials available	Forward
January 10	Attend ACT online testing/Technology Readiness Training	ACT
January 17	Attend Wisconsin Specific ACT Office Hour	ACT
January 19	Deadline to submit accommodations/supports in TAA	ACT



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<https://dpi.wi.gov/assessment/correspondence>

November 2023 Wisconsin Department of Public Instruction

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