



Montana Specific Multi-State Alternate Assessment (MSAA) Policies

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Topic	State Policy
Test Administrator Requirements	Certified Montana Educators, Paraprofessionals can administer in special cases under the direct supervision of a licensed educator; which means in the same room and within sight and sound.
Paper Version of Test	Allowed as an accommodation that is documented in the IEP and the online test administration system.
Training for Test Administrators	<p>All test administrators must take the final quiz and pass with minimum score of 80% (the quiz can be taken multiple times if needed) This includes TAs who have previously administered the MSAA</p> <p>Suggested procedures for experienced TAs:</p> <ul style="list-style-type: none"> • Review modules and Manuals • Can use end of module quizzes as a Check for Understanding to highlight areas that need additional study • Take final quiz and pass with minimum of 80% (the quiz can be taken multiple times if needed) <p>Montana will offer live webinar trainings to supplement online trainings and point out important or difficult content.</p> <p>Face to face training-participants must still complete the final quiz.</p> <p>Additional live webinar topics may include:</p> <ul style="list-style-type: none"> • Scribe protocol • AAC protocols • Early stopping procedure • Pre-Assessment Tasks • For pilot TAs, What is new and review

<p>Test Security</p>	<p>TAs and TCs must sign a Test Security Agreement, found on the OPI website. Link: http://opi.mt.gov/Leadership/Assessment-Accountability/Statewide-Testing/Msaa-Alternate-Assessment Click on the test security tab Note: System Test Coordinators should keep a copy of the test security agreement for each TA and TC or School TC on file. These forms do not need to be sent to OPI or to MSAA.</p>
<p>Non-Participation Application</p>	<p>System Test Coordinators must document and use the non-participation reporting application for any student who doesn't participate in the test. Link for the MontCAS reporting system: https://apps.opi.mt.gov/MontCAS/frmLogin.aspx Instructions for the MontCAS reporting system http://opi.mt.gov/Portals/182/Page%20Files/Statewide%20Testing/Test%20Security/OnlineReportingSystemInstruct.pdf Note: Students for whom the early stopping rule has been applied do not need to be reported as non-participants. These students are considered participants because they have attempted the assessment.</p>