



This Month in Assessment

ACCESS for ELLs	ACT with Writing	CRT/CRT Alt	MSAA
NAEP	Science News	Smarter Balanced	Professional Development & Training
Contact Us	Help Desk Numbers	Test Portal Links	

	ACCESS for ELLs	NAEP	CRT-ALT	CRT	MSAA	SBAC	ACT with Writing
2018-2019 Statewide Assessment Calendar	English Language Proficiency (ELP)	Math, Reading and Science	Alternate Science	Science	Alternate English Language Arts (ELA) and Math	ELA and Math	ELA and Math
Dates	Dec. 5–Jan. 30	Jan. 28–Mar. 8	Feb. 19–Mar. 26	Feb. 28–Mar. 26	Mar. 18–May 3	Mar. 20–May 24	Initial: April 2 Make Up: Apr. 24 Emergency: May 7
Grades Tested	K-12	4, 8 & 12 if selected	4, 8 & 10	4, 8 & 10	3-8 & 11	3-8	11

OPI Assessment Division News

MontCAS 2018-2019 School Year Changes

Roles and Responsibilities

System Test Coordinators are encouraged to familiarize themselves with the roles and responsibilities described within the [2018-2019 MontCAS Test Security Manual](#). It is required that school districts have a policy in place for maintaining signed test security agreements for the following roles for a period of at least three school years. The Montana Office of Public Instruction (OPI) can request signed TSAs at any time throughout the school year.

- [Authorized Representative/Principal Roles and Responsibilities.](#)
- [Test Administrators Roles & Responsibilities.](#)

System Test Coordinators are required to complete the online electronic test security agreement found on the [MontCAS Application](#) under the “Test Security” tab. In this electronic form the System Test Coordinator is verifying all authorized staff are trained in and have completed the standardized testing procedure trainings for each assessment they will administer.

The “OPI-specified training” should be interpreted as ensuring all Building Coordinators have been provided with notice and instructions on how to access the 2018-2019 statewide policies for test administration, accessibility, and security as described in the roles and responsibility letters (e.g., Test Administrator Manual (assessment-specific), MontCAS Test Security Manual, MontCAS Accessibility and Accommodation Guidelines (assessment-specific), MontCAS Accommodations Manual and Guidance Memo, Test Coordinators Manual {if applicable (assessment-specific)}).

In the electronic test security agreement, System Test Coordinators are confirming their action to notify and provide access to school Building Coordinators regarding all test materials for test administration, accessibility, and security to support local training activities. This activity does not merely mean verifying compliance of local school and test administrator training with training logs. Policies for training may vary across school districts and the tracking and

training verification activities should be conducted in a manner consistent with the local school district policies or at the preference of the System Test Coordinator. **Note:** The OPI can request to view records of training logs at any time throughout the school year. The MontCAS expectations for System Test Coordinators is outlined in the [System Test Coordinator Roles & Responsibilities](#).

MontCAS Application Overview

What is the non-routine accommodations request? The OPI encourages all accommodation and support decisions to be made at least five days in advance of planned testing for the general routinely allowed accommodations. The OPI requires request of non-routine accommodation and support at least two weeks prior to the scheduled assessment for the determination process to take place. Accommodations not routinely approved are available for students identified as having a disability IF the accommodation is specified in the student’s IEP or Section 504 Plan. The OPI must approve all accommodations not routinely approved in the MontCAS assessments before a student can receive them. This policy ensures students, parents, teachers, and schools are aware that some accommodation decisions may impact accountability and reporting. Before using this system please make sure the request is not-routinely allowed within the Accessibility and Accommodations Manual(s). This request is completed by the System Test Coordinator (STC).

- For the CRT-Science assessment, accommodations information can be found in Appendix B of the [CRT-Science Test Administrator’s Manual](#).
- For information about accommodations for the Smarter Balanced assessment, see the [Usability, Accessibility, and Accommodations Guidelines](#) (UAAG).
- Information for accommodations on the MSAA can be found in the [MSAA Assessment Features and Accommodations](#) document and on the Accessibility Features and Accommodations section on the [MSAA portal](#).

OPI Site Visits and School Observations

In 2018-2019, it is the OPI’s responsibility to observe test administration activities in schools to ensure that the statewide assessments are conducted in standardized and consistent manner throughout Montana. For 2019 testing activities, the state will contact a few selected schools to pilot the state protocols and checklists for upcoming years. One week prior to the site visit, the System Test Coordinator will receive notice from the OPI of school selection.

Professional Development and Training Opportunities

The Assessment Division is partnering with the Content Standards and Instruction Division to deliver high-quality and high-demand professional development on an as-needed basis. Beginning in January we will have the refreshed “January Monthly Assessment Webinar” with guest presenters. This webinar will be recorded and saved on the [Statewide Testing page](#) of the OPI website in case attending the live webinar is not possible. A portion of this session will be devoted to open forum to gauge the interest and need in OPI-provided professional development and training. If you have any school-specific training needs, please make this request to the OPI Assessment Team using the [Assessment Professional Development/Training Request Form](#). All requests will be processed and considered by the OPI Assessment Team using key criteria.

Upcoming Webinars

Date	Topic	Link
	Recorded video from the Teacher Learning Hub (Hub) providing an overview of MontCAS assessments, data uses, and data systems of the required statewide assessments.	ELP 101: Serving English Learners in Montana’s Schools
Wednesday, March 13 3:30-4:30 p.m.	MontCAS Updates–Monthly Assessment Webinar	Join here - cancelled

Professional Development and Training Opportunities

Recordings of live webinars can be found on the [Assessment Webinars and Training tab](#) of the Office of Public Instruction (OPI) Statewide Assessments website. Various types of courses can be found on the Teacher Learning Hub. The Hub provides active learning, high-quality content, relevant topics, and offers renewal units for completion of courses.

Student Assessment Negotiated Rulemaking Committee (Committee) Updates

The OPI will present its timeline to the Board of Public Education at the upcoming March meeting. For more information on this process, visit the [Student Assessment Negotiated Rulemaking Committee](#) page on the OPI website.

ACCESS for ELLs

English Language Proficiency Assessment

Things to do this month

- Report missing materials to the OPI via the [MontCAS Application](#).** Missing materials require a testing irregularity report.
- Continue screening newly enrolled students.** See below for more information about screening incoming students. Per federal guidelines, this is a task that is required throughout the school year, not just prior to or during the ACCESS for ELLs testing window.
- Watch the [Identification of ELs and the new WIDA Screener webinar](#)** for a good overview of who to screen and how to complete the WIDA screeners. The video takes less than 15 minutes to watch.
- Watch for score reports to arrive in your district.** Districts are scheduled to receive online reports on April 23, 2018 and printed reports on May 6, 2019.

WIDA Screener

Federal guidelines require all schools to screen incoming students for English language learner status. When a student enrolls at your school, the district has 14 days to administer the state-mandated [Home Language Survey](#) (HLS). If a language other than English is indicated on the HLS, or if an educator notices that there may be a language of impact while working with the student, the WIDA Screener is administered to the student. Once the screener has been administered, districts have 30 days to make a determination about whether or not the student is identified as an English learner. There is a short, 15 minute webinar available for an [overview of identification of ELs and the new WIDA Screener](#).

Frequently asked questions about English learner identification can be found in the [Identification and Placement Guidance document](#) found on the [Montana page of the WIDA site](#). For more information, see [Montana's English Language Learners: Guidance for School Districts](#).

ACT with Writing

ELA and Mathematics

Things to do this month

- If you have not already done so, System Testing Coordinators (STC) MUST complete the affirmation of test security via the MontCAS Application PRIOR to testing.** This task can be completed by logging into the [MontCAS Application](#) and selecting the 'Testing Security Agreement' from the drop down under the 'Test Security' tab on the home page. *If you don't see the Test Security tab, contact the OPI Assessment Division at 844-867-2569 or OPIAssessmentHelpDesk@mt.gov.*
- Request late consideration ACT approved accommodations. The deadline for accommodations requests is **March 29, 2019**.** Request these accommodations and/or supports through the [Test Accessibility and Accommodations System](#) (TAA). *Note that this window is specifically for newly enrolled students.*
- Order additional standard time materials for initial testing by March 22, 2019.** If you have students who have enrolled since the verification of enrollment, you must order materials for these students. Order materials on PA Next.
- *Please Note:** While preparing for the ACT with Writing, agreeing to ACT testing security requirements also covers OPI requirements for schools to complete statewide testing.
- Enter test incidents and non-participation via the [MontCAS application](#).** Although ACT does collect this information, STCs are required to also report these incidents in the MontCAS Application.

ACT test materials arriving in schools

If your school has not already received ACT testing materials, you should expect to receive those by mid-March. Within 24 hours of receiving the materials from ACT, the ACT Test Coordinator should open the cartons and check the contents to be sure all items on the packing list are included in the shipment. (If contents don't match the packing list, contact ACT immediately at 800-553-6244). If any of the test booklets are shrink-wrapped, do not unwrap them until the morning of test day.

Remember to keep the cartons in which the test materials were shipped to you. These cartons must be used to return all test booklets after the test date.

Take advantage of the PreACT

This year, for the first time, the statewide testing program will include PreACT testing for your 10th graders. The test provides a review of academic progress in high school while there is still time to make necessary interventions to keep students on track toward educational and career goals. It also measures knowledge and skills in four core areas: English, mathematics, reading, and science and may serve as an early indicator of college readiness and acts as a predictor of student performance on the ACT test. The testing window for this optional assessment is April 2 – 19, 2019. For more information about the administration of the PreACT, please see [Montana PreACT website](#).

Completing the Test Security Agreement

Test security guidelines have been developed by the Montana Office of Public Instruction to be used by System Test Coordinators and Test Administrators in order to maintain the integrity of all Montana Comprehensive Assessment System (MontCAS) assessments. Test Security Agreements must be completed by System Test Coordinators in the [MontCAS Application](#) BEFORE testing.

- System Test Coordinators are the only MontCAS role required to submit online test security agreements. All other agreements are to be signed and archived in accordance with school district policies and maintained for a period of at least three years as the OPI can request signed agreements at any time throughout the school year.
 - Please have Authorized Representatives/Principals download and sign the [Authorized Representative \(AR\) Roles and Responsibilities](#) letter.
 - Please have Test Administrators (TA) download and sign the [TA Roles & Responsibilities](#) letter.
- Share this information with your school building coordinators (e.g., principals) so they do not waste any time trying to locate these online agreements to complete after testing.
- After the suite of MontCAS testing ends in late May, System Test Coordinators may complete a Debriefing Form to receive renewal units for professional development/training efforts and to assure the OPI of smooth testing in all state required assessments.
- For more information on these test security topics, please refer to the OPI memo sent to System Test Coordinators titled, "[Jan. 23 System Test Coordinator Affirmation of Test Security Adherence.](#)"

GEAR UP Grant Funding

The Montana Office of Commissioner of Higher Ed (OCHE) was recently awarded a 7-year \$24.5 million dollar Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) grant through 2024 from the U.S. Department of Education. The funding continues to allow approximately 10,000 Montana Grade 11 students to take the ACT test at no cost to themselves or their family and provides the Grade 10 Pre-ACT at no charge. New with this grant cycle the GEAR UP grant no longer has funding to assist with costs related to the administration of the test for public Montana high schools. **Grant applications through the OPI eGrants system will no longer be available.**

CRT Science and CRT-Science Alternate

Science

Things to do this month

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OPIAssessmentHelpDesk@mt.gov.

- ❑ **Download and print CRT-Science Alternate Test Administrator's Manual and CRT-Science Alternate Test Booklets.** These manuals are available on [iServices](#). Users can download and print the number of booklets they need for testing using the alternate password that was delivered to your system in January.
- ❑ **Administer the CRT or CRT Alternate Science test to your Grades 4, 8 and 10 students.** See the Test Coordinator's and/or Test Administrator's Manuals for direction in administering the tests.
- ❑ **Order additional materials for new students.** If you have students enrolling during the testing window, they are expected to test at your school. Order materials for them as soon as possible on [iServices](#).
- ❑ **Ensure all CRT-Science Alternate eligible students have the electronic IEP checked and locked in AIM.** If you have questions about the electronic IEP, contact Mary Graff with the OPI at 406-444-0684 or mgraff@mt.gov.
- ❑ **Enter test incidents and non-participation via the [MontCAS application](#).**
- ❑ **Schedule pick up and ship all test materials to Measured Progress by April 9, 2019.**

📌 **CRT and CRT Alternate Science test windows are open!** The CRT and CRT Alternate Science test windows are now open through March 26, 2019. Districts and schools received test materials during the last two weeks of February. If you are missing materials or need additional materials for new students, they can be ordered on the Measured Progress [iServices](#) site. Go to the iServices site, choose "Montana" from the drop-down menu and click on "Materials". You will need your MP Ship Code which can be found at the top of the "Material Summary Sheet" included in your most recently received materials shipment. Other test documents, including the CRT-Science Alternate Administrator's Manual, can be found on the OPI website and on the Measured Progress iServices website.

CRT Alternate test booklets and the administration manual will be available online only. Test booklets need a password that was included in the shipment your district received from Measured Progress in mid-January and will be valid through March 27, 2019. If you are missing your password, call the Measured Progress Help Desk at 888-792-2741.

Test irregularities and non-participation reporting

All test irregularities must be reported to the principal/authorized representative, the System Test Coordinator and the OPI within three days of the incident. The Testing Irregularity Report (TIR) is to be completed within five days of the incident using the MontCAS application. If you don't have login credentials for this system, please contact the OPI Assessment Help Desk at OPIAssessmentHelpDesk@mt.gov or 1.844.867.2569. Once logged into the system, use the Data Entry tab. Non-participation should be reported within a week of the close of the CRT and CRT Alt windows. To report nonparticipation, use the same site and tab as above.

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- System Test Coordinators are the only MontCAS role required to submit online test security agreements. All other agreements are to be signed and archived in accordance with school district policies and maintained for a period of at least three years as the OPI can request signed agreements at any time throughout the school year.
 - Please have Authorized Representatives/Principals download and sign the [Authorized Representative \(AR\) Roles and Responsibilities](#) letter.
 - Please have Test Administrators (TA) download and sign the [TA Roles & Responsibilities](#) letter.
- Share this information with your school building coordinators (e.g., principals) so they do not waste any time trying to locate these online agreements to complete after testing.
- After the suite of MontCAS testing ends in late May, System Test Coordinators may complete a Debriefing Form to receive renewal units for professional development/training efforts and to assure the OPI of smooth testing in all state required assessments.
- For more information on these test security topics, please refer to the OPI memo sent to System Test Coordinators titled, "[Jan. 23 System Test Coordinator Affirmation of Test Security Adherence.](#)"

Returning CRT and CRT Alt Science materials

All test materials must be shipped to Measured Progress no later than March 30, 2018. Prepaid UPS return service labels have been pre-affixed to the return boxes you received in your CRT/CRT Alt materials shipment. For specific instructions [March 2019 Newsletter: Prepared by the Montana Office of Public Instruction, Elsie Arntzen Superintendent](#)

on how to collect and pack your test materials after testing, see pages 16 and 17 in the Test Coordinator’s Manual. Pages 17 and 18 give complete instructions for using the UPS return service. For additional questions regarding the return of materials, contact the Montana Help Desk at 888-792-2741.

MSAA

Alternate Assessment, ELA and Math

Things to do this month

- If you have not already done so, System Testing Coordinators (STC) MUST complete the affirmation of test security via the MontCAS Application PRIOR to testing.** This task can be completed by logging into the [MontCAS Application](#) and selecting the ‘Testing Security Agreement’ from the drop down under the ‘Test Security’ tab on the home page. *If you don’t see the Test Security tab, contact the OPI Assessment Division at 844-867-2569 or OPIAssessmentHelpDesk@mt.gov.*
- To ensure a smooth testing process this coming spring, confirm that all MSAA eligible students have the electronic IEP checked and locked in AIM.** The OPI identifies eligible students in Grades 3-8 and 11 for the MSAA based on the electronic IEP in AIM. If you have questions about the electronic IEP, contact Mary Graff at the OPI at 406-444-0685 or mgraff@mt.gov.
- STCs can add users to the MSAA system after March 1, 2019.** The OPI has uploaded STCs to the system. The training modules opened on March 4, 2019.
- Enter test incidents and non-participation via the [MontCAS application](#).**

Testing Calendar

Pre-Testing Activities	Completed By	Start Date	End Date
STCs upload TAs and other District users to the system	STC	03/01/2019	05/03/2019
Training Module Live	STC, TA	03/04/2019	05/03/2019
TAs complete pre-test tasks, Demographics, SRC, LCI, Accommodations	TA	03/04/2019	05/03/2019
TAs access DTAs to prepare/adapt materials/and familiarize with script	TA	03/04/2019	05/03/2019

Eligibility Information

Students who participate in alternate assessments make up approximately 1% of the total student population. The decision to move a special education student to an alternate assessment has significant implications for the path that a student will take in their K-12 school career. It means the student is not able to participate in the general education curriculum even when provided with accommodations. A student who participates in alternate assessment requires a modified curriculum. The following resources can aid districts in determining eligibility for the MSAA test:

- [Eligibility Guidelines for MontCAS Alternate Assessments](#)
- This resource, created as part of the development of the MSAA, provides a more in depth look at determining eligibility for alternate assessments:
 - [IEP Team Guidance for Alternate Assessment Participation Decisions](#)

Multi-State Alternate Assessment Test Administration

The test window for the Multi-State Alternate Assessment (MSAA) opens on March 18, 2019 and closes on May 3, 2019. The MSAA system opened for System Test Coordinators (STCs) and Test Administrators (TAs) on March 1, 2019.

Receiving the Welcome Email

When a new user account is created in the MSAA Online Assessment System, the user will receive an automated welcome email from the MSAAServiceCenter@measuredprogress.org that contains a temporary URL. Click the link in the welcome email to gain access to the MSAA Online Assessment System. You will be asked to create a new password for your account. Please note that the password link in the welcome email can only be used once.

Completing the Test Security Agreement

In addition to the test security guidelines and requirements for all assessments under MontCAS, MSAA requires a separate signed test security agreement for those responsible for handling testing materials and administering the assessment.

- School Test Coordinators with any students taking the MSAA must complete the [MSAA Test Security Agreement](#).
- Test Administrators (TAs) with any students taking the MSAA must complete the [MSAA Test Security Agreement](#).

These must be signed BEFORE administering the test and faxed or mailed to the OPI Assessment Division at:

OPI Assessment Division

P.O. Box 202501, Helena, MT 2501 or **FAX: 406-444-3924**

If you have questions, please contact OPI Assessment Division, 844-867-2569

Creating user accounts for users in your system

STCs will create user accounts for test administrators or coordinators (district level, school level) in their systems. User Accounts can be bulk uploaded or created one at a time. Best practice for the MSAA test is to assign the role of TA to the special education teacher of the student taking the test. Step-by-step directions for creating user accounts can be found in the Test Coordinator User Guide which can be found on the [MSAA System home page](#).

Checking the list of registered students

An important task for STCs and TAs to complete is to check the list of registered students in the MSAA system. If there are errors in the registration or if there are students that are missing, please check to be sure that the IEP is locked and the alternate assessment checkbox is marked in the statewide assessment section of the IEP. Contact the OPI Assessment Help Desk at OPIAssessmentHelpDesk@mt.gov or 1-844-867-2569 with any questions. Districts should not enter any students into the system. The OPI will complete this task. Step-by-step instructions for accessing the student list can be found in the Test Coordinator User Guide which can be found on the [MSAA System home page](#).

**** [View the schedule for OPI student uploads to the MSAA system](#)**

Smarter Balanced

ELA and Math

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- If you have not already done so, System Testing Coordinators (STC) MUST complete the affirmation of test security via the MontCAS Application PRIOR to testing.** This task can be completed by logging into the [MontCAS Application](#) and selecting the 'Testing Security Agreement' from the drop down under the 'Test Security' tab on the home page. *If you don't see the Test Security tab, contact the OPI Assessment Division at 844-867-2569 or OPIAssessmentHelpDesk@mt.gov.*
- MacOS users must [download and update to the new Secure Browser 10.6](#).** See below for more information.
- Add school users to the Test Information and Distribution Engine (TIDE).** Users in TIDE were cleared in August. STCs were then uploaded to the system by the OPI and STCs need to add all other users for their districts and schools. STCs can refer to the User Roles and Access Document found on the Resources tab on the [AIR portal](#) for assistance in choosing the correct role assignment for local users.
- Complete the TA Certification Course.** All users in TIDE administering Smarter Balanced assessments are required to take the [Test Administrators Certification Course](#) annually. If taking the course as a group, ensure each user is logged into the portal so the system will auto-update course completion for each user.
- Ensure your secure browser has been updated.** See below for more information on downloading the current browser.
- Enter test incidents and non-participation via the MontCAS application.**
- Read the [Uploading Accessibility Test Setting in TIDE](#) guidelines.** Review this document for step-by-step instructions for uploading test settings for the Smarter Balanced assessment. See below for more information.

Completing the Test Security Agreement

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March 2019 Newsletter: Prepared by the Montana Office of Public Instruction, Elsie Arntzen Superintendent

System (MontCAS) assessments. Test Security Agreements must be completed by System Test Coordinators in the [MontCAS Application](#) BEFORE testing.

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 - Please have Authorized Representatives/Principals download and sign the [Authorized Representative \(AR\) Roles and Responsibilities](#) letter.
 - Please have Test Administrators (TA) download and sign the [TA Roles & Responsibilities](#) letter.
- Share this information with your school building coordinators (e.g., principals) so they do not waste any time trying to locate these online agreements to complete after testing.
- After the suite of MontCAS testing ends in late May, System Test Coordinators may complete a Debriefing Form to receive renewal units for professional development/training efforts and to assure the OPI of smooth testing in all state required assessments.
- For more information on these test security topics, please refer to the OPI memo sent to System Test Coordinators titled, "[Jan. 23 System Test Coordinator Affirmation of Test Security Adherence.](#)"

TIDE Upload Schedule for 2019 Smarter Balanced administration

The OPI has posted the schedule for [uploads to the TIDE system](#) for the 2018-2019 school year. Note that the actual transfer of data takes place during night time hours, so uploads done on one day will not appear in TIDE until the following day provided all updated information has been synced to AIM/Infinite Campus.

TIDE Appeals Process for 2018-2019

Test incidents falling into the 'Impropriety' category and occurring during the administration of the Smarter Balanced summative assessments must be reported via the [Smarter Balanced TIDE Appeals Request Form](#). Incidents falling into this category are those that occur during testing that have a low impact on the individual or group of students who are being tested. These incidents have a low risk of potentially affecting the student performance on the test, test security, or test validity (example: student leaving the testing room without authorization, or a student's test becoming inactive due to absence or other reason).

Those with the TIDE role of School Coordinator (SC) or District Coordinator (DC) can fill out and submit the TIDE Appeals Form. Once the TIDE Appeals Form has been submitted, the OPI will make a determination and the status of the appeal will be sent to the email indicated in the TIDE Appeals Form.

Uploading Accessibility Test Setting in TIDE.

Only TIDE roles set as 'SC' can enter accommodations into the test settings portion of TIDE. System Test Coordinators may assign 'SC' roles to more than one person in a school. Some school systems have schools with staff with specialized training in IEPs/504s and English Learners (EL). Schools with this capacity may assign the 'SC' role to one or more of their Special Education or EL teachers to provide appropriate accommodations in TIDE.

The [TIDE User Guide](#) describes how to edit test settings. The selection of accessibility supports (universal tools, designated supports, and accommodations) is a systematic data-based process that is made by educators familiar with individual student needs. For students being served with English learner plans, IEPs or 504 plans, supports should be discussed at plan meetings. For at risk students who would benefit from designated supports, a team of familiar educators should make accessibility support decisions. The supports that are provided on statewide assessments must be familiar to the student and match those supports and accommodations that are provided for classroom instruction and assessments throughout the school year. The [Smarter Balanced Usability, Accessibility, and Accommodations Guidelines](#) document details the policies, accessibility supports, and suggested uses of accessibility supports for the Smarter Balanced test.

Accommodations and support must be in place one week prior to testing. Supports that are provided on statewide assessments must be familiar to the student and must match those supports and accommodations that are provided for classroom instruction and assessments throughout the school year. Student's parents/guardians should be knowledgeable about the supports and accommodations planned for their student to ensure parents/guardians are aware of the conditions under which their child will participate in the assessment.

NAEP

National and International Assessment Studies

Things to do this month

- Montana NAEP 2019 Feedback for Improvement Survey
- Store Red Envelope

NAEP Assessment Window Closes March 15, 2019

Due to inclement weather across the country, the NAEP 2019 assessment window has been extended for one week to Friday, March 15, 2019. When your assessment is complete, you will receive the 2019 Feedback for Improvement Survey via email to give feedback regarding 2019 NAEP. In appreciation of your hard work, you will receive 12 renewal units for your participation as a NAEP school coordinator, if interested. To receive the renewal units, the feedback survey must be completed on or before March 22, 2019. *Please note: The feedback survey was originally due on or before March 15.*

Red Envelope

NAEP School Coordinators will store all NAEP materials in the red storage envelope and securely dispose of the envelope in early May or before the last day of school.

School coordinators can refer to [NAEP 2019 School Coordinator Checklist and Timeline](#) for more information. If you have questions or concerns, contact Shantel Niederstadt at (406) 444-3450 or sniederstadt@mt.gov. You can receive immediate assistance from the NAEP Help Desk at (800) 283-6237 or email naephelp@westat.com on Monday through Friday between 8 am and 5:30 pm ET.

Science News

Science Assessments

Did you know Montana is a member state of the U.S. Department of Education's Enhanced Assessment Grant (EAG)?

The Strengthening Claims-based Interpretations and Uses of Local and Large-scale Science Assessment Scores (or SCILLSS) was developed with funding from the U.S. Department of Education under EAG Program CFDA 84.368A.

SCILLSS brings together a consortium of three states – Nebraska, Montana, and Wyoming – with a team of researchers and a panel of experts on validity theory, principled-design, psychometrics, and STEM education to establish a foundation for creating enhanced science assessments. Such assessments would yield scores with strong validity evidence to support score interpretation and use.

SCILLSS is funded for a 48-month period from 2017 through 2020 by an Enhanced Assessment Grant from the Office of Elementary and Secondary Education at the US Department of Education, awarded to the Nebraska Department of Education.

- **What** are SCILLSS' goals?
- **Who** is involved in SCILLSS?
- **How** does SCILLSS work?

Check out this white paper on establishing meaningful and useful reporting scales for science.

Luecht, R. M. (2019). [Strengthening Claims-based Interpretations and Uses of Local and Large-scale Science Assessment Scores \(SCILLSS\): The Role of Performance Level Descriptors for Establishing Meaningful and Useful Reporting Scales in a Principled Design Approach](#) [White paper]. Lincoln, NE: Nebraska Department of Education.

As details about this event are solidified we will share information on this activity. The OPI will continue to use the CRT-Science general assessment and alternate in Grades 4, 8 and 10 in the spring of 2019. The new science general assessment and alternate assessment are slated for the spring of 2020.

If you have any questions about the transition or the OPI Science Partner Task Force, please contact Ashley McGrath at amcgrath@mt.gov or (406) 444-3656.

Passwords

Many of the MontCAS programs require separate passwords to access test management sites, training materials, and test results. The following is a list of programs that require separate passwords.

- **Access for ELLs 2.0:** Test administrator training, assessment management system, WIDA Access Placement Test (W–APT), result reports.
- **ACT with Writing:** Test administration, reports, and test results.
- **CRT and CRT Alt:** Test results.
- **MSAA (Multi State Alternate Assessment):** Test administration and training, results, and student reports.
- **MontCAS Online Reporting:** Nonparticipation and testing irregularity reports and requests for accommodations not routinely approved.
- **Smarter Balanced:** Test administration, administration certification, interim tests, and test results.
- **Smarter Balanced Digital Library:** Formative assessment processes.

Online Assessment System Links

ACCESS for ELLs 2.0 and W–APT Screener, English Language Proficiency Screener

- [Training and online resources](#)
- [Assessment Management System](#)
- [OPI ELP page link](#)

ACT with Writing

- Assessment Management: [Pearson Access Next](#)
- [ACT State and District Testing](#)
- [ACT Academy](#)

MSAA

- [Assessment Management System](#)
- [OPI MSAA](#)

Smarter Balanced

- [Assessment system](#) (AIR portal)
- [OPI Smarter Balanced](#)

My NAEP

- [My NAEP Login](#)

MontCAS Assessment Help Desk Contact Information

ACCESS for ELLs 2.0 and W–APT English Language Proficiency Screener

- WIDA help desk phone: 866-876-7735
- WIDA help desk email: help@wida.us
- WIDA AMS help desk phone: 855-787-9615
- WIDA AMS help desk email: WIDA@datarecognitioncorp.com

ACT with Writing

ACT General Inquiries

- Phone: 800-553-6244, Ext. 2800
- Email: [Contact Form](#)

Accommodations Questions

- Phone: 800-553-6244, Ext. 1788
- Email: ACTStateAccoms@act.org

CRT Science and CRT Alt Service Desk

- Phone: 888-792-2741
- Email: montanahelpdesk@measuredprogress.org

Multi State Alternate Assessment (MSAA)

- Phone: 866-834-8879
- Email: MSAAServiceCenter@MeasuredProgress.org

Smarter Balanced Service Desk

- Phone: 888-792-2741
- Email: montanahelpdesk@measuredprogress.org

NAEP

- Phone: 800-283-6237
- Email: naephelp@westat.com

Assessment Contacts

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