



# OPI ASSESSMENT BULLETIN

December 2019

## MontCAS

(MT Comprehensive Assessment System)

## Resources and Supports

[Parents Corner](#)  
[Professional Development](#)  
[Contact Us](#)

## Assessment Resources Quick Links

[OPIAssessmentHelpDesk@mt.gov](mailto:OPIAssessmentHelpDesk@mt.gov)  
[Test Window Calendar](#)  
[Test Security](#)  
[Test Participation & Eligibility](#)  
[Learning for Educators](#)  
[Statewide Testing Webpages](#)

## Important Upcoming Dates

December 4-January 31 – ACCESS for ELLs administration window is open  
January 13-14 – OPI Assessment & Data Conference in Helena, MT

## Statewide Required Assessments

### ELA and Math

[Smarter Balanced](#)  
[ACT with Writing](#)  
[MSAA](#)

### Science

[Montana Science Assessment](#)  
[Alternate MT Science Assessment](#)

### English Language

[Proficiency](#)  
[ACCESS for ELLs](#)

### National/International Assessment

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## MontCAS

This section pertains to any updates or news under the umbrella of the Montana Comprehensive Assessment System (MontCAS) program not specific to any one statewide assessment.

Portal Link: [MontCAS Application](#)

### Due This Month

Due Date		Complete
	November 1, 2019	STC Affirmation of School System Testing Security (see details below)
	November 1, 2019	STC Affirmation Testing Plans (see details below)
	Until Window Closes.	STC Reports Non-Participation for ACCESS for ELLs.
	Until Window Closes.	STC Reports Testing Incident for ACCESS for ELLs.

We estimate this will take 15 minutes to complete this month.

### Timely Tasks

Task		Responsibility
<input checked="" type="checkbox"/>	School Observations	The Assessment Division is in the process of conducting site visits and establishing the school monitoring cycle for the 2019–2020 school year. If your school district is selected, you will be contacted by the OPI and asked to provide testing date ( <a href="#">Testing Date Tool</a> ) information for the purpose of this visit. Currently, the only test administration monitoring occurring is the ACCESS for ELLs monitoring as the test window is December 4– January 29, 2020.
<input checked="" type="checkbox"/>	Local Monitoring	Have local plans for monitoring the integrity of the assessment before, during, and after all test administrations. Read through and familiarize yourself with the <a href="#">2019-2020 MontCAS Test Security Manual</a> expectations. Assessment checklists are posted on the <a href="#">OPI Test Security webpage</a> .

### Resources and Supports

Resource		Support with...
	<a href="#">MontCAS Test Security Plan</a>	This resource will assist STCs with creating and completing the Test Security Plan for their district and school(s).
	<a href="#">MontCAS Test Administration Plan</a>	This resource will assist STCs with creating and completing the MontCAS Test Administration Plan for the Spring 2020 statewide assessments.
	<a href="#">MontCAS Test Accessibility Plan</a>	This resource will assist STCs with creating and completing the Test Accessibility Plan for administering the statewide assessments in Spring 2020.
	<a href="#">MontCAS Test Training Plan</a>	This resource will assist STCs with creating and completing the MontCAS Test Training Plan for all district and school staff involved in statewide assessments.
	<a href="#">MontCAS User Guide</a>	This resource will help STCs navigate the tabs in and describe the tasks required of STCs in the <a href="#">MontCAS Application</a> .

### Questions? Contact

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

## Participation and Eligibility Updates

This section pertains to any updates or news under student participation and eligibility in the required statewide assessments umbrella of the Montana Comprehensive Assessment System (MontCAS) program not specific to any one statewide assessment.

Portal Link: [Test Participation & Eligibility Page](#)

### Due This Month

Due Date	Complete
	No deadlines this month.

### Timely Tasks

Task	Responsibility
<input checked="" type="checkbox"/> <a href="#">Parent Corner</a>	Schools can use this page to explore ideas and ways to communicate with families about information on (1) the subject matter assessed, (2) the purpose for which the assessment is designed and used, (3) the source of the requirement, (4) where information is available, (5) the amount of time students will spend taking the assessment, (6) the schedule for the assessment; and (7) the time and format for disseminating results.
<input checked="" type="checkbox"/> <a href="#">Share the Six Things Stakeholders Should Know About Participation and Testing in Montana</a>	This resource will assist STCs with communicating about the significance of participating in state-level tests to various audiences.

### Resources and Supports

Resource	Support with...
 <a href="#">Eligibility Criteria Worksheet for Alternate Assessments</a>	This document assists STCs with understanding the decision-making process and MontCAS criteria used to inform IEP teams in determining whether a student should participate in the alternate assessments.
 <a href="#">Eligibility and Identification Criteria for English Learners</a>	This document assists STCs with understanding the decision-making process and MontCAS criteria used to inform EL Specialists in the criteria for being considered an EL.
 <a href="#">Statewide Assessment Participation and Registration Guide</a>	This guide explains participation policies and registration processes for the Montana Comprehensive Assessment System (MontCAS).

### Questions? Contact

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

## Test Security

This section pertains to any updates or news under test security and data integrity under the umbrella of the Montana Comprehensive Assessment System (MontCAS) program not specific to any one statewide assessment.

Portal Link: [Test Security Page](#)

### Due This Month

Due Date	Complete
 November 1, 2019	OPI provides the STC with access to the secure restricted-use assessment portals with which school systems are required to manage users (see the <a href="#">MontCAS Data Privacy Policy</a> ).

We estimate this will take 15 minutes to complete this month.

### Timely Tasks

Task	Responsibility
<input checked="" type="checkbox"/> Attend the <a href="#">ASSIST Conference</a> !	The OPI Data and Assessment Conference will have several sessions on Test Security and Data Integrity that will feature training resources, new rules and policies, and monitoring activities.
<input checked="" type="checkbox"/> ACT Test Security	While preparing for the ACT with Writing, agreeing to ACT testing security requirements also covers OPI requirements for schools to complete statewide testing.
<input checked="" type="checkbox"/> School Observations	The Assessment Division is in the process of conducting site visits and establishing the school monitoring cycle for the 2019–2020 school year. If your school district is selected, you will be contacted by the OPI and asked to provide testing date ( <a href="#">Testing Date Tool</a> ) information for the purpose of this visit.

### Resources and Supports

Resource	Support with...
 <a href="#">MontCAS Test Security Manual</a>	This resource will assist STCs with the prevention, detection, inspection, and resolution (PDIR) expectations of MontCAS test security.
 <a href="#">MontCAS Test Security Training Portal</a>	The materials provided in this Test Security Toolkit will assist STCs (or presenters) to facilitate a training session so Test Administrators can be trained in Test Security for a standardized administration of the MontCAS statewide summative assessments.

### Questions? Contact

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

## Test Security Alerts

** \*Attention** It is a testing irregularity to send student information over a non-secure service such as email. The OPI does not consider even encrypted emails to be secure for sensitive information such as student names and identifying details. Schools are encouraged to familiarize themselves with the [OPI STUDENT RECORDS CONFIDENTIALITY POLICY](#) and follow this guidance to maintain student confidentiality at all times.

## Accessibility Resources

This section pertains to any updates or news on accessibility under the umbrella of the Montana Comprehensive Assessment System (MontCAS) program not specific to any one statewide assessment.

Portal Link: [Accessibility Resource Page](#)

### Due This Month

Due Date	Complete
 Ongoing	In accordance with the <a href="#">AIM Collection Schedule 2019-20</a> , ensure district clerks have completed IEPs and ERs are locked, and Exit Dates & Exit Reasons are current.

We estimate this will take 10 minutes to complete this month.

### Timely Tasks

Task	Responsibility
<input checked="" type="checkbox"/> AIM Updates: Statewide Assessment Editor	This is a <a href="#">recording of the webinar</a> that was presented on 9/12/19. The webinar covers the <a href="#">changes that have been made to the statewide assessment editor in AIM</a> . There is also an overview of statewide assessments and <a href="#">information about accommodations and supports that are available for statewide assessments in Montana</a> . There are also two resources that were referenced during the webinar.
<input checked="" type="checkbox"/> Non-College Reportable Scores are no longer permitted for the ACT with Writing.	<b>Inform school staff responsible for identifying assessment supports and accommodations for participating in the ACT with Writing that the non-reportable score option will no longer be available.</b> As a result of the ESSA Equal Benefit law, ACT Non-College Reportable Scores will no longer be permitted for the statewide Grade 11 assessment. Review the <a href="#">Accommodations vs. Arrangements Guidance</a> on ACT-Approved versus Local Test Arrangements.

### Resources and Supports

Resource	Support with...
 <a href="#">Accessibility Resource Page</a>	<p>This page is organized to provide information on the following topics by each assessment:</p> <p>Information on the Assessment and Tested Grades</p> <ul style="list-style-type: none"> <li>• The OPI Published Guidance or Accessibility and Accommodation Guidelines</li> <li>• The Eligibility Criteria</li> <li>• The Decision-Making Process and Resources</li> <li>• Timelines and Schedules</li> <li>• The Test Delivery System Specifications and/or Clarifications</li> <li>• The Test Delivery System User Guide</li> <li>• Parent/Guardian Resources</li> </ul>

### Questions? Contact

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>
<a href="mailto:YField@mt.gov">YField@mt.gov</a>	406-444-4940	<a href="#">Assessment &amp; Accountability Specialist</a>

# Smarter Balanced

## ELA and Math

This assessment must be annually administered to all students in Grades 3–8 (unless the child is eligible for the alternate) using the OPI’s published guidance for test administration and test security.

Portal Link: [AIR Portal](#)

Spring 2020 Assessment Window: March 9 – May 15, 2020

### Due This Month

Due Date	Complete
	No deadlines this month

### Timely Tasks

Task	Responsibility
<input checked="" type="checkbox"/> STCs create district and school level users in the <a href="#">TIDE portal</a>	Authorized Representative (AR) must assign a System Testing Coordinator (STC) to facilitate the appropriate TIDE district permissions and user roles for district and school staff. <ul style="list-style-type: none"> <li>User roles are required to access interim assessments</li> <li>TA user roles cannot access the interims or score/results data</li> </ul> <i>Note: In accordance with the MontCAS Data Privacy Policy, this task is dependent on the AR’s designation of an STC.</i>

### Resources and Supports

Resource	Support with...
 <a href="#">MT Starting Smarter</a>	This new website has been designed specifically for Montana parents and families to better understand Smarter Balanced student score reports.
 <a href="#">AIR and TIDE Portals</a>	This resource will allow you access to add district users. This is the portal to access summative score reports as well as the interim assessments.
 <a href="#">TIDE User Roles Document</a>	This document gives an overview of the roles that can be assigned in TIDE and the permission levels assigned to each role.
 <a href="#">The Digital Library</a>	This resource will allow users access to teacher created lesson plans on specific targets and claims related to the Montana Content Standards.
 <a href="#">Content Explorer</a>	This is a new website designed for educators to help interpret student results by understanding the claims, targets, and standards that are being assessed.

### Questions? Contact

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

Assessment Help Desk		
 E-mail	 Phone	 Website
<a href="mailto:mthelpdesk@air.org">mthelpdesk@air.org</a>	877-365-7915	<a href="#">AIR Portal</a>

### Smarter Balanced Alerts

① This section pertains to any updates or news for the Smarter Balanced required statewide assessment. There are no special alerts at this time.

# ACT with Writing

## ELA, Mathematics, and Science

This assessment must be annually administered to all students in Grade 11 (unless the child is eligible for the alternate) using the OPI's published guidance for test administration and test security.

Portal Link: [Pearson Access Next \(PA Next\)](#)

### Due This Month

Due Date		Complete
	<del>November 29</del> <b>ASAP</b>	Verify school-level Test Coordinator contact information (if different than the STC). STCs or District Superintendents can now assign Test Coordinators via the User Management task in PA Next.
	<del>November 29</del> <b>ASAP</b>	STCs verify shipping address in PA Next and submit ACT's <a href="#">Address Change Request</a> as necessary.
	<del>November 29</del> <b>ASAP</b>	STCs complete "Manage Participation" in PA Next. Instructions for completing this task can be found beginning on page 6 in the <a href="#">PA Next User Guide</a> . Let ACT know the testing date and the mode (paper or online) you have selected. <b>Schools will not receive testing materials if this "Manage Participation" task is not completed.</b>

We estimate this will take 15–20 minutes to complete this month.

### Timely Tasks —

Task		Responsibility
<input checked="" type="checkbox"/>	Verify student enrollment in PA Next.	Starting December 16, student enrollments will be available for review and revision; changes must be made by February 7. For assistance with this task, see the <a href="#">PA Next User Guide</a> .
<input checked="" type="checkbox"/>	Attend ACT-hosted webinars.	This year's final webinar is scheduled for Tuesday, February 11, 3:30 pm – Topic: <a href="#">Test Administration with Q&amp;A</a> .
<input checked="" type="checkbox"/>	Request accommodations and supports.	Accommodations and/or supports must be requested by February 7 <sup>th</sup> through the Test Accessibility and Accommodations (TAA) system. Review student IEPs for alignment to ACT accommodations and supports requests.
<input checked="" type="checkbox"/>	Complete technical setup and mock administration of online ACT.	If your school has opted to administer the ACT online to all or some students, now is the time to confirm technical details. See the <a href="#">ACT Mock Admin Guide</a> for help in completing this task.

### Resources and Supports —

Resource		Support with...
	<a href="#">PA Next User Guide</a>	This guide explains how to complete Manage Participation.
	<a href="#">Schedule of Events</a>	All required tasks and their due dates are presented in this document.

### Questions? Contact:

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

Assessment Help Desk		
 E-mail	 Phone	 Website
<a href="#">Email Form</a>	800-553-6244	<a href="#">Pearson Access Next (PA Next)</a>
	319-337-1270	<a href="#">State ACT Testing and District Testing</a>

## ACT with Writing Alerts

# MSAA

## Alternate Assessment, ELA and Math

This assessment must be annually administered to only students with significant cognitive disabilities in Grades 3–8 and 11 using the OPI’s published guidance for test administration and test security.

Portal Link: [MSAA System](#)

Spring 2020 Assessment Window: March 16 – May 1, 2020

### Due This Month

Due Date	Complete
	No deadlines this month

We estimate this will take \_\_ minutes to complete this month.

### Timely Tasks

Task	Responsibility
<input checked="" type="checkbox"/>	

### Resources and Supports

Resource	Support with...
 <a href="#">MSAA System</a>	The MSAA site is not accessible by users until December 2019.

### Questions? Contact:

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

Assessment Help Desk		
 E-mail	 Phone	 Website
<a href="mailto:MSAAServiceCenter@MeasuredProgress.org">MSAAServiceCenter@MeasuredProgress.org</a>	866-834-8879	<a href="#">MSAA System</a>

### MSAA Alerts

① This section pertains to any updates or news for the MSAA required statewide assessment. There are no special alerts at this time.

# Montana Science Assessment (MSA)

## Science

This assessment must be annually administered to all students in Grades 5 and 8 (unless the child is eligible for the alternate) using the OPI's published guidance for test administration and test security.

Portal Links: [AIR Portal](#)

Spring 2020 Assessment Window: March 16 – May 8, 2020

### Due This Month

Due Date	Complete
 Ongoing.	<b>Plan practice testing:</b> The MSA practice test is available on the <a href="#">AIR portal</a> . Check the portal for updates.

### Timely Tasks

Task	Responsibility
<input checked="" type="checkbox"/> Place the science testing dates on the statewide testing calendar	See the <a href="#">OPI Statewide Published Testing Window</a> . The Montana Science Assessment (MSA) will be administered online to Grades 5 and 8 in a field test in Spring 2020. Participation will be used in accountability reporting.
<input checked="" type="checkbox"/> Preview items	Take a look at a few sample science items on the <a href="#">item demo site</a> . Feel free to share this site with colleagues, parents, and students.

### Resources and Supports

Resource	Support with...
 <a href="#">Montana Analysis and Reporting System (MARS)</a>	To view 2019 science results, use this data warehouse to view the CRT-Science and CRT-Science Alt data. The MARS application works best using Internet Explorer.
 <a href="#">MARS User Guide</a>	This resource provides step-by-step instructions for using the MARS.

### Questions? Contact:

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

Assessment Help Desk		
 E-mail	 Phone	 Website
<a href="mailto:mthelpdesk@air.org">mthelpdesk@air.org</a>	877-365-7915	<a href="#">AIR Portal</a>

## MSA Alerts

### ① Summary of Montana's New Science Assessment Program

- Montana Science Assessment (MSA): Grades 5 and 8, online via the AIR portal (same portal as Smarter Balanced).
- ACT Science: Grade 11, paper or online (schools choose). Science scores will be reported along with ELA and mathematics.
- Alternate Montana Science Assessment (AMSA): Grades 5, 8, and 11, online via the AIR portal (same portal as Smarter Balanced). The AMSA is for those students (about 1%) with the most severe cognitive disabilities.

# Alternate Science Montana Assessment (AMSA)

## Science

This assessment must be annually administered to only students with significant cognitive disabilities in Grades 5, 8, and 11 using the OPI's published guidance for test administration and test security.

Portal Link: [AIR Portal](#)

Spring 2020 Assessment Window: March 16 – May 8, 2020

### Due This Month

Due Date	Complete
 Ongoing.	<b>Plan practice testing:</b> The MSA practice test are available on the <a href="#">AIR portal</a> . Check the portal for updates.

### Timely Tasks

Manual Reference	Responsibility
<input checked="" type="checkbox"/> Confirm IEPs in AIM	To ensure a smooth testing process this spring, confirm that all AMSA-eligible students have the electronic IEP checked and locking in AIM. Students must be designated as alternate-eligible in their IEPs to take this test. If you have questions about the electronic IEP, contact Yvonne Field at 406-444-4940 or <a href="mailto:yfielf@mt.gov">yfielf@mt.gov</a> .
<input checked="" type="checkbox"/> Place the science testing dates on the statewide testing calendar	See the <a href="#">OPI Statewide Published Testing Window</a> . The Montana Science Assessment (MSA) will be administered online to Grades 5 and 8 in a field test in Spring 2020. Participation will be used in accountability reporting.
<input checked="" type="checkbox"/> Preview items	Take a look at a few sample science items on the <a href="#">item demo site</a> . Feel free to share this site with colleagues, parents, and students.

### Resources and Supports

Resource	Support with...
 <a href="#">Montana Analysis and Reporting System (MARS)</a>	To view 2019 science results, use this data warehouse to view the CRT-Science and CRT-Science Alt data. The MARS application works best using Internet Explorer.
 <a href="#">MARS User Guide</a>	This resource provides step-by-step instructions for using the MARS.

### Questions? Contact:

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

Assessment Help Desk		
 E-mail	 Phone	 Website
<a href="mailto:mthelpdesk@air.org">mthelpdesk@air.org</a>	877-365-7915	<a href="#">AIR Portal</a>

## AMSA Alerts

### ① Summary of Montana's New Science Assessment Program

- Montana Science Assessment (MSA): Grades 5 and 8, online via the AIR portal (same portal as Smarter Balanced).
- ACT Science: Grade 11, paper or online (schools choose). Science scores will be reported along with ELA and mathematics.
- Alternate Montana Science Assessment (AMSA): Grades 5, 8, and 11, online via the AIR portal (same portal as Smarter Balanced). The AMSA is for those students (about 1%) with the most severe cognitive disabilities.

# ACCESS for ELLs

## English Language Proficiency Assessment

This assessment must be annually administered to all students in Grades K–12 who are indicated to take the assessment based on the results of the WIDA Screener (unless the child is eligible for the alternate) using the OPI’s published guidance for test administration and test security.

Portal Links: [Training and Online Resources](#)  
[Assessment Management System \(AMS\)](#)

### Due This Month

Due Date	Complete
 December 15	WIDA ELD Standards, 2020 Edition: last chance to give your input! Learn more and take the survey at <a href="http://wida.wisc.edu/2020standards">wida.wisc.edu/2020standards</a> [ <a href="http://wida.wisc.edu">wida.wisc.edu</a> ]

We estimate this will take 15 minutes to complete this month.

### Timely Tasks

Task	Responsibility
<input checked="" type="checkbox"/> Review the “During Testing” section in the <a href="#">Montana ACCESS for ELLs checklist</a>	STCs should review the Montana state checklist, a guide for System Test Coordinators, School Coordinators, and Test Administrators who will be involved in administering the ACCESS for ELLs test.
<input checked="" type="checkbox"/> Review the <a href="#">Accessibility and Accommodations Supplement</a>	The WIDA Accessibility and Accommodations Supplement is the resource to use to learn about available accessibility supports for all EL students.
<input checked="" type="checkbox"/> Watch the ACCESS for ELLs test administration videos	Test administrators should review the videos on the WIDA Secure Portal ACCESS for ELLs Online Training regarding <a href="#">Administering the Test and Monitoring Test Progress</a> .
<input checked="" type="checkbox"/> Introduce and guide students through the <a href="#">Test Demo and Test Practice</a>	When preparing ACCESS test schedules be sure to schedule time (prior to the day of the test) for students to practice sample test items.

### Resources and Supports

Resource	Support with...
 <a href="#">Technology Coordinator Resources [lists.wisc.edu]</a>	The <a href="#">Supported System Requirements for ACCESS for ELLs and Screener [lists.wisc.edu]</a> have been posted to WIDA AMS and in the WIDA Secure Portal. These system requirements are valid through February 2020. Contact DRC Customer Service at (855) 787-9615 or <a href="mailto:wida@datarecognitioncorp.com">wida@datarecognitioncorp.com</a> with questions.
 <a href="#">District and School Test Coordinator Manual</a>	This manual, also known as the DSTCM, is designed to provide information on the management and logistics of test administration. Log in to view the manual.

### Questions? Contact

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:OPIAssessmentHelpDesk@mt.gov">OPIAssessmentHelpDesk@mt.gov</a>	844-867-2569	<a href="#">OPI Statewide Assessment Testing Pages</a>

Assessment Help Desk		
 E-mail	 Phone	 Website
<a href="mailto:help@wida.us">help@wida.us</a>	866-876-7735	<a href="#">WIDA Training &amp; Resources</a>
<a href="mailto:WIDA@datarecognitioncorp.com">WIDA@datarecognitioncorp.com</a>	855-787-9615	<a href="#">WIDA Assessment Management Site</a>

### ACCESS for ELLs Alerts

① This section pertains to any updates or news for the ACCESS for ELLs required statewide assessment. There are no special alerts at this time.

# NAEP

## National and International Assessment Studies

This assessment is administered to ONLY selected schools and students. This year NAEP will be given in mathematics and reading for ages 9, 13 and 17 (unless the child is eligible for the alternate).

Portal Links: [My NAEP](#)

### Due This Month

Due Date		Complete
	December 31	Task 4: Review and Verify List of Students Selected for NAEP: NAEP School Coordinator confirms, reviews, and fills in missing demographic information and identifies students who have withdrawn.*
	December 31	Task 5: Complete SD/ELL Student Information: NAEP School Coordinator reviews and assesses the participation of SD and/or ELL students by providing relevant testing needs and accommodations for each SD/ELL student.*
	December 31	Task 6: Notify Parents/Guardians of Selected Students: NAEP School Coordinator reviews the parent/guardian letter for their school mailing and verifies on MyNAEP the date the letter was sent home to parents/guardians.*

We estimate this will take 4 hours to complete this month, depending on the number of students selected. **(\*) This task is for schools selected for age 9 only.**

### Timely Tasks

Task		Responsibility
<input checked="" type="checkbox"/>	<a href="#">Reserve space</a>	Schedule assessment sessions and reserve space at your school.
<input checked="" type="checkbox"/>	<a href="#">Task 7: Plan for Assessment Day</a>	Task 7: Plan for Assessment Day – NAEP School Coordinator answers school specific questions on <a href="#">MyNAEP</a> about logistics and details the NAEP Assessment Team needs to follow in order to ensure the assessment runs smoothly.
<input checked="" type="checkbox"/>	<a href="#">Task 8: Encourage Participation</a>	Task 8: Encourage Participation – NAEP School Coordinator informs and prepares teachers and students for the NAEP assessment.

### Resources and Supports

Resource		Support with...
	<a href="#">Task 4: Review and Verify List of Students Selected</a>	This document provides step-by-step directions to complete Task 4: Review and Verify List of Students Selected for NAEP.
	<a href="#">Task 5: Complete SD/ELL Student</a>	This document provides step-by-step directions to complete Task 5: Complete SD/ELL Student Information.
	<a href="#">Task 6: Notify Parents/Guardians of Selected Students</a>	This document provides step-by-step directions to complete Task 6: Notify Parents/Guardians of Selected Students.

### Questions? Contact:

Office of Public Instruction Staff		
 E-mail	 Phone	 Website
<a href="mailto:SNiederstadt@mt.gov">SNiederstadt@mt.gov</a>	406-444-3450	<a href="#">OPI Statewide Assessment Testing Pages</a>

Assessment Help Desk		
 E-mail	 Phone	 Website
<a href="mailto:naephelp@westat.com">naephelp@westat.com</a>	800-283-6237	<a href="#">Nation's Report Card</a>

### NAEP/International Alerts

① This section pertains to any updates or news for the NAEP required statewide assessment. There are no special alerts at this time.

# Parents Corner

Portal Link: [Parents Corner Page](#)

Resource		Description
	<a href="#">My Child is an ELL: A Parent's Guide</a>	This visual was developed to help educators explain the ELL identification process to parents and family members.
	<a href="#">ACCESS for ELLs Parent Handout</a>	This document helps parents and families understand the ACCESS for ELLs assessment and its components.
	<a href="#">Alternate ACCESS for ELLs Parent Handout</a>	This document assists parents and families with understanding the Alternate ACCESS for ELLs assessment and its components.
	<a href="#">MT Starting Smarter</a>	This site will help parents and families better understand their student's Smarter Balanced score reports.
	<a href="#">Smarter Balanced Interpretive Guide – color</a> <a href="#">Smarter Balanced Interpretive Guide - greyscale</a>	This guide will help parents understand student results. The guide can also be used to assist teachers at parent/teacher conferences.
	<a href="#">CRT-Science Interpretive Guide</a>	This resource supports educators' use of test data to better serve the academic needs of students and assists parents in understanding their child's score report(s).

# Professional Development

	<a href="#">Available on the Teacher Learning Hub</a>	<b>Implementing Smarter Balanced Interim Assessments</b> Training on the Smarter Balanced Interim Assessments that will enable school systems in Montana to implement interim assessments.
	<a href="#">2020 OPI Data and Assessment Conference</a>	<b>2020 OPI Data and Assessment Conference – January 13–14, 2020</b> Information for the annual Data and Assessment Conference added to this site as it becomes available. Registration will open in mid-November so check the OPI website for updates.

# Contact Us

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