



Subject: Year 2 MAST Through-Year Pilot: Important Updates and Next Steps
10.27.23 Weekly MAST Newsletter

We have successfully completed our first week in the first testing window for the school year. The OPI would like to express our gratitude for the collaborative efforts of all our stakeholders. We highly value the feedback received from participating districts and commend their flexibility as we continue to iterate and pioneer this innovative assessment. We look forward to building on this foundation of teamwork and cooperation as we work towards achieving our shared goals. *Look for updates on testing progress on the last page of this newsletter.*

Student PII Reminder

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that safeguards the privacy of student education records. It is essential to adhere to this law and refrain from sharing any student Personally Identifiable Information (PII) in emails or voicemails. Instead, student PII should be shared with the OPI through secure file transfer portals or directly over the phone. This ensures that student data remains secure and protected in accordance with FERPA regulations.

Pause/Resume Testlets

All user roles (DTCs, BTCs, and TEAs) currently in the Kite Educator Portal can pause/resume testlets. Be sure to select the student that you want to perform the action for then select "resume" or "pause" test. A reminder that a testlet must be finished on the same day it is started.

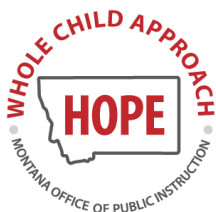
Reactivation of Testlets

In some extenuating circumstances, a reactivation of a student testlet may be necessary. To help prevent the reactivation of student testlets, here are some helpful tips:

1. Remind students that clicking the "END" button within their test will officially submit their testlet. This will help them avoid any accidental submissions.
2. Prior to ending their test session, students can quietly raise their hand for the teacher to check their review/end screen. Any boxes coded in red indicate that they are not fully complete, while boxes coded in blue indicate that they have been completed.

If a reactivation is indeed necessary, District Testing Coordinators (DTCs) or Building Test Coordinators (BTCs) have the authority to **directly call** the OPI MAST Assessment Specialist to request the reactivation of a student's testlet. When making the call, please be prepared to provide the following information:

- District and school name
- Grade level and content area of the testlet to be reactivated



- Student's name (*remember not to share any personally identifiable information in an email or voicemail*)
- A description of why the testlet needs to be reactivated

It's important to note that in some cases, testlets may not be reactivated if doing so compromises the validity and reliability of the test results.

Student Survey

To develop an enhanced assessment system that caters to the needs of students, teachers, and administrators, while allowing for test administration flexibility, we will be implementing user feedback opportunities. One such opportunity is a student survey. As part of the pilot program, we would like to gather feedback directly from participating students by administering a brief survey after the second and fifth testing windows. The survey questions will focus on their assessment experience. To provide students' parent/guardian(s) with the option to opt-out of the survey, we have provided a [Survey Opt-Out Letter](#) for districts to share. This process ensures that we can gather valuable insights while respecting the wishes of our students and their families. Names of students that opt-out of the survey will need to be provided to the OPI through the Secure File Transfer Portal **no later than November 17, 2023**. *A reminder not to share any student Personally Identifiable Information (PII) in emails or voicemails.*

Montana Educators' MAST Contributions

Montana educators are playing a crucial role in the development and enhancement of the MAST assessment. A team of highly dedicated and passionate teachers from across Montana have come together as part of the MAST Educator Cadre to contribute to test item writing and review. The expertise and valuable insights provided by Montana's educators are essential in ensuring the MAST assessment's quality and relevance. Through their active involvement, Montana educators are significantly shaping the MAST assessment process, ultimately benefiting students throughout the state.

The dedication of Montana's educators to the field of education and their willingness to contribute to the improvement of the MAST assessment is greatly appreciated by the OPI. Their commitment to the success and growth of Montana students is truly commendable. There will be further opportunities for educators to participate in Educator Cadres. Please stay updated by regularly checking the [OPI MAST webpage](#) for any announcements and news.

Translated Directions

[Arabic Translated Test Directions](#)

[French Translated Test Directions](#)

[Spanish Translated Test Directions](#)

[Urdu Translated Test Directions](#)

[Vietnamese Translated Test Directions](#)

[Simplified Chinese \(Zh-SC\) Translated Test Directions](#)

[Traditional Chinese \(Zh-TC\) Translated Test Directions](#)

These translated test directions are also available on the OPI MAST webpage under Yr. 2 Teacher Resources

Calculator Use

Beyond using the online calculator available to all students in the Kite Student Portal, students are also permitted to use their own calculators on parts of the test where the calculator tool is available. However, it's important to note that students may only use approved handheld calculators. The use of a calculator app or website on a phone or other device is not permitted during the assessment. Additionally, students do not have access to the calculator on test items that require them to demonstrate direct knowledge of computational skills. It is crucial that students do not use any calculator on sections that do not have the online calculator tool available within the Kite Student Secure Browser.

To determine which testlets allow calculator usage, please refer to page 27 of the [Test Administration Manual](#). There, you will find a table provided for each grade level, indicating the specific testlets where calculator usage is allowed. Please ensure that the memory of any handheld calculator used is cleared both before and after each testing session.

Chromebook Install Correction

If your district uses Chromebooks, we strongly recommend that you have your IT Team/Google Administrator verify that the version installed is the **Testlet** *Kite Student Portal*.

The "Kite Student Portal" version is not used in Montana and may be uninstalled.
The "PLTW Kite Student Portal" may be used if your school/district participates in PLTW testing.

The correct code for the Testlet Kite Student Portal is:
ndbnehagpmolcobndeigdahmdapggcje

*As a reminder, this will need to be installed as a kiosk application.

The manual has been updated on the MAST website. Sorry for any inconvenience. If you have any questions about this, please contact the Kite Service Desk at 855.277.9752 or by emailing kite-support@ku.edu.

Press Release

Superintendent Arntzen announces the transition away from the federally mandated end-of-year summative assessment Smarter Balanced. The MAST program is scheduled to fully replace the current statewide end-of year-assessment beginning with the 2024-2025 school year. Read the press release [here](#).

Student Enrollment, Rostering, and PNPs

To assist with the translation of Smarter Balanced accommodations into MAST PNPs, a [MAST Accommodations & Accessibility Crosswalk Document](#) is available on the OPI MAST webpage under Y2 Teacher Resources. All rostering and PNPs should be completed **as soon as possible** prior to testing. According to the Kite Educator Portal Manual, a newly-rostered student's assessment may take up to 24 hours to appear. PNPs should be set 24-hours before beginning an assessment for accommodations to appear.

Please be sure to keep your district's Student Information System (SIS) up to date. If you are using Infinite Campus, it automatically syncs with the state databases to update student

enrollment information. However, if you are using Powerschool, please note that it requires a manual sync with the state to update student enrollment information. If you require any assistance with student enrollment, please don't hesitate to reach out to [Tressa Graveley](#), our MAST Assessment Specialist. She will be more than happy to help you with any questions or concerns regarding student enrollment.

Live Listening/Feedback Session

We have designed user feedback cycles throughout the school year to ensure continuous improvement of the MAST. These sessions will serve as an opportunity for users like you to share feedback, suggestions, and experiences to help us enhance the usability of the MAST. We value your input and encourage you to participate in these live listening/feedback sessions. The first live listening/feedback session is scheduled for **November 14th from 3:30-4:30 pm**.

Join Zoom Meeting

<https://mt-gov.zoom.us/j/86360956592?pwd=dJJOYmR3cU1BWUdFOGpPZlpGT0MrUT09>

Dial by Telephone

+1 646 558 8656

Meeting ID: 863 6095 6592

Password: 998612

Find your local number: <https://mt-gov.zoom.us/u/keEbZekNaM>

MAST Through-Year vs. MAST Form B Pilot Districts

The **MAST Form B Pilot** program offers districts the chance to experience an end-of-year assessment and get a preview of the through-year assessment in a more traditional summative format. Districts will test in the final testing window *only*—April 15 - May 10, 2024. As part of this program, districts will have access to the Kite testing platform, allowing them to interact with the testlet content and design. This opportunity allows districts to familiarize themselves with the assessment process before statewide implementation in the 2024-2025 school year. It's important to note that full participation in the MAST Form B Pilot will not require districts to take the Smarter Balanced Assessment, and there will be no impact on accountability measures. This opportunity aims to provide valuable insights and feedback to improve the assessment system for all stakeholders involved. ***The deadline for confirming school participation in the MAST Form B Summative Pilot is November 15, 2023.***

MAST Through-Year Pilot districts are fully committed to participating in the innovative through-year design. These districts have already submitted their curriculum, ensuring seamless alignment of the MAST testlets with the local scope and sequence. As part of the pilot program, districts will have the opportunity to administer the MAST assessments during all five test windows scheduled throughout the year. By participating in the MAST Through-Year Pilot, districts will no longer be obligated to administer the Smarter Balanced Assessment, and their accountability measures will remain unaffected. This pilot program revolutionizes the assessment experience for districts and provides valuable insights into student progress throughout the academic year.

Districts participating in both subgroups of the MAST Pilot are still required to administer the Montana Science Assessment (MSA) to students in grades 5 and 8. Any alternate students you may have enrolled this year will need to take the Multi-State Alternate Assessment (MSAA)

(Grades 3-8 and 11) and the Alternate Montana Science Assessment (AMSA) for Grades 5, 8, and 11 as there is not an alternate version of MAST.

Testing Windows and Testlet Information

Each standard testlet is expected to be completed in under 30 minutes (*likely less time but no more than*) with most students being able to complete two testlets within a 45-minute window. The ELA PT (*exclusively administered in the 4th OPI window*) is expected to be completed in less than 45 minutes. The number of Math testlets scheduled throughout the five testing windows will vary for each school district based on your curriculum and pacing.

ELA Assessment Components:

- Six (6) Standard Testlets
- One (1) Performance Task (*administered exclusively in the 4th testing window*)

Math Assessment Components:

- Twelve (12) Standard Testlets
- One (1) Math Anchor (*referred to as T13 Anchor Testlet*)

Testing Window 1: 10/23 - 11/10 (*both Math and ELA testlets delivered*)

Testing Window 2: 11/27 - 12/15 (*only Math testlets delivered*)

Testing Window 3: 1/29 - 2/16 (*both Math and ELA testlets delivered*)

Testing Window 4: 3/11 - 4/5 (*Math and only ELA Performance Task delivered*)

Testing Window 5: 4/15 - 5/10 (*both Math and ELA testlets delivered*)

Accessing Student Reports

MAST Participating Districts have access to student reports through the Kite Platform. To login and access the student reports, please use the unique MT Kite login url [Kite - Educator Portal \(kiteaai.org\)](https://kiteaai.org) [educator-testlet.kiteaai.org]. Once logged in, navigate to the "Interim" heading and select "View My Results". From there, you can generate student reports by navigating through the dropdown menus. Please note that during MAST Extended Field Testing for SY2023-2024, reports for machine-scored items may take approximately 10 business days to be available after the assessment window is closed.

Test Administration Manual & Kite Portal Manuals

The [Test Administration Manual](#), [Kite Teacher Portal Manual](#), and [Kite Student Portal Manual](#) for the MAST Pilot are comprehensive guides that will provide you with all the essential information needed to prepare for the upcoming testing window, scheduled to begin on Monday, October 23rd. These manuals include an assessment overview, guidelines for test security, details on student tools and accommodations, and other pertinent information. It is crucial to thoroughly review these manuals to ensure a smooth and successful testing process and familiarize yourself with the contents so as to understand the procedures and requirements for administering the MAST Pilot test effectively. The [MAST Training & Install Link Document](#) is a valuable resource that hosts all the necessary training supports, installation guides, standards, and manuals in one convenient and user-friendly document.

Kite Support

The Kite Service Desk is here to assist you with any questions related to the processes mentioned above or any other Kite-related inquiries. You can reach the Kite Service Desk as follows:

- Hours: 7:30 a.m. – 4:00 p.m. MST
- Phone: (855) 277-9752
- Email: Kite-support@ku.edu

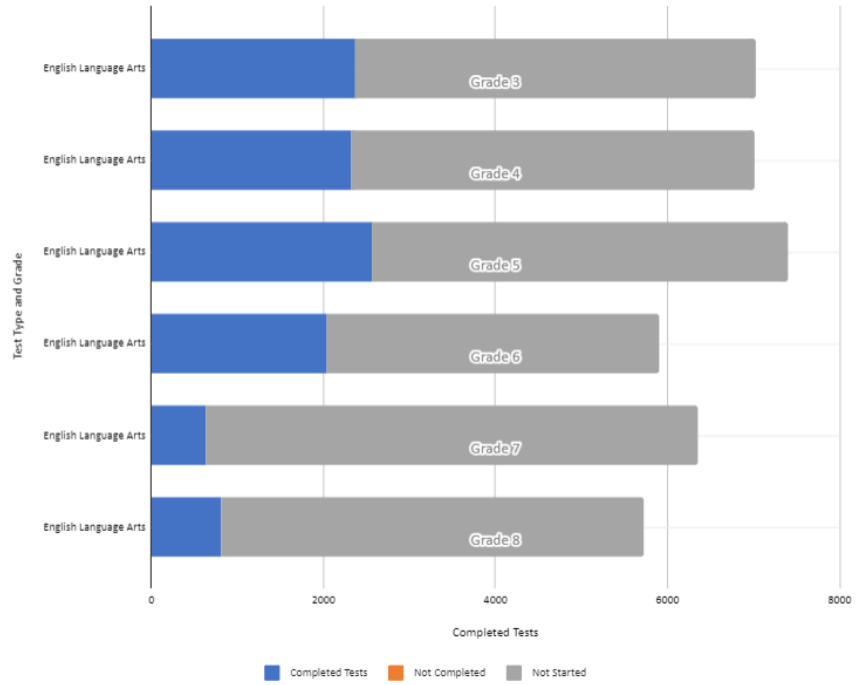
Parent Letter

In accordance with our standard practice for statewide assessments, it is mandatory for school districts to inform parents or guardians about scheduled assessments. To assist you in effectively communicating with parents or guardians regarding the MAST Pilot, please find linked a comprehensive [Parent Letter Template](#). This template will serve as a helpful guide in notifying parents or guardians about the upcoming assessment and providing them with relevant information.

Sincerely,
Tressa Graveley
OPI Assessment Specialist
Tressa.Graveley@mt.gov

Montana MAST Completion End-of-Week Summary

Montana Completed ELA Tests by Grade



Montana Completed Math Tests by Grade

