



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

Dear Participating Through-Year Districts,

Welcome to Year 2 of the MAST Through-Year Pilot! We are thrilled to have you on board as Montana pioneers in our journey toward a new statewide assessment model. Below, you will find essential resources and upcoming steps as we gear up for the first MAST testing window, scheduled from October 23rd to November 10th, 2023.

Testing Partners and Training

Our testing partners at New Meridian and our testing platform, University of Kansas Assessment & Technology Solutions, ATS, are in the final stages of preparing training materials, including an updated Test Administration Manual. As soon as these materials become available, we will promptly communicate them to you. They will also be accessible on the [OPI MAST Webpage](#) under "Year 2 Teacher Resources." Additionally, we plan to offer open office hours with both New Meridian (to delve deeper into testing design) and ATS (for technical and test proctoring support). We anticipate these training sessions to commence by mid-September, with office hours beginning in late September and early October.

Accommodations and Accessibility

To facilitate the transition, a crosswalk document will be shared with district STCs. This document will assist in translating current Smarter Balanced IEP accommodations into MAST Personal Need Profiles (PNPs). Please note that this document is only necessary for this year, as next year MAST will be integrated into the Infinite Campus system. We recommend entering accommodations into the Student Portal at least one week before testing, with October 16th as the deadline for the first testing window. Accommodations must be set no later than 2 days before testing.

Highlight

We're excited to announce that on August 10, 2023, the OPI was granted a Field Test waiver by the United States Department of Education. This means that with your full participation in the SY23-24 MAST Through-Year Pilot, the burden of double-testing has been lifted. The Smarter Balanced Assessment will not be required for your students participating in MAST.

Live FAQ/Training Sessions

Live Training and Q&A sessions will be hosted in September and continue through the administration year. We will send out training dates and Zoom links as they become available.

Kite Platform Training videos will be available soon and cover a range of topics, including:

- Introduction to Kite/Logging In/Home Screen
- User Data Management
- Students and Rosters
- PNP (Personal Needs Profile) Settings
- Interim Interface
- Reporting
- Dashboards
- Student Portal



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*)

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*)

MAST Testing Preparation SY 2023-2024

MAST Math Curriculum Alignment Tool Previously, our testing vendor, New Meridian, sent out a Math Curriculum Alignment Survey to district STCs with the goal of gathering curriculum information. This information will be used to align testlets to individual districts' scope and sequence in mathematics education. If you have not yet completed this survey, we kindly request that you do so by **September 15, 2023**. Your input is crucial to ensuring that the MAST assessment aligns effectively with your district's curriculum, which ultimately benefits both teachers and students. In the event that you have not received the survey, we recommend checking your email's junk/spam folder to ensure that it hasn't been misrouted. If you still cannot locate the survey, please contact us immediately at [Insert Contact Information] so that we can provide you with the necessary materials.

User Account Management: Districts/Schools are responsible for creating and maintaining user accounts within the Kite Platform, along with rostering students.

New Pilot Participants: System Test Coordinator accounts, provided to ATS by the OPI, will be created in the next few weeks. Coordinators will then need to create all other accounts, either manually or through an upload file. You can start preparing by referring to the Educator Portal manual on the [OPI MAST webpage](#).

Returning Pilot Participants: All educator accounts from last year are still in the system. Returning educators won't need to be added, but educators who are no longer in the district should be inactivated. New educators participating in the MAST program this year will need new accounts.

Rostering: Rostering should occur between October 2nd and October 16th for the first testing window.

New Pilot Participants: After the students have been enrolled, and the test administrators have been entered, rosters will need to be created. This creates the student/teacher/subject tie and lets the Kite platform know what areas the student will be testing in. Students must be rostered to the subjects they will be assessed in for MAST.

Returning Pilot Participants: If you'd like to refresh your knowledge of the rostering process, you can review the steps in the Educator Portal manual once it's released.

NOTE: Administration manuals: Last year's manuals are still available in the Year 1 Teacher Resources section of the [OPI MAST webpage](#). Please use these for familiarization while updated manuals for Year 2 will be posted shortly.

Technology Coordinators: Installation guides, provided by our testing partners New Meridian and ATS, will be available the week of September 11th. We strongly recommend having the secure browser installed by October 16th. Installation links and whitelisting information can be found on the [OPI MAST webpage](#) on the [Tips for Install](#) sheet found under Y1 Teacher Resources.

New Pilot Participants: Install the Kite Student Portal application on all testing devices using the download and install manuals on the OPI MAST webpage. Ensure that the Kite domain is whitelisted.

Returning Pilot Participants: There are no changes to the Kite Student Portal application for the 2024 school year. Simply ensure that the application is still installed on testing devices. If it's not, you can download and install it using the [Tips for Install](#) sheet. Also, verify network settings and whitelist the Kite domain if needed.

Accessing Student Reports for Y1 MAST Participating Schools

Y1 MAST Participating Districts have access to last year's student reports through the Kite Platform. You can use the same login credentials that were used during the previous year to access these reports. If you encounter any difficulties while trying to access the student reports, please don't hesitate to reach out to Kite Support using the contact information provided below.

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

On the Horizon

Educator Item Writing and Review Cadres: If you're interested in contributing to the development and review of MAST test items, please pass along this information to your teachers and share this link to our [SY23-24 MAST Educator Cadre Recruitment](#) form. Recruitment will close on September 22, 2023.

Thank you for your dedication and participation in this important initiative. If you have any further questions or concerns, please don't hesitate to reach out.

Sincerely,

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