Elsie Arntzen, Superintendent
PO Box 202501
Helena, MT 59620-2501
406-444-3680
www.opi.mt.gov

OFFICE OF PUBLIC INSTRUCTION
STATE OF MONTANA

Putting Montana Students First A+

Subject: Year 2 MAST Form B Summative Pilot: Important Updates and Next Steps
4.26.24 MAST Outreach

A friendly reminder that the **second** week of testing has concluded. If you haven't already done so, please schedule and complete all assigned testlets during the testing window. Please allow time for student make-up testing. The testing window will close on ***May 10, 2024***.

Test Administration Support

Instructions regarding testlet assignment and administration are provided to support your staff in understanding the process of administering MAST Form B testlets. There are three different forms for each testlet that are randomly assigned to students. Each testlet will appear three times in the Test Monitor screen but only one Daily Access Code is needed to access the one testlet the student will take. Daily Access Codes matching the testlet names will grant students access to their respective testlets.

For ELA, students will only take *one* Testlet 1 (either informational *or* literary—randomly assigned to students). Students will take *both* Testlet 2 (information *and* literary). All students will take the ELA Performance Task. Students will take *one* Testlet 3 (either informational *or* literary—randomly assigned to students).

Informational Testlet 1 OR Literary Testlet 1	
Corresponds to ELA Beginning of Year (lowest complexity level). *Testlets are randomly assigned to students.* *Have both Daily Access Codes available.*	
Informational Testlet 2 *Corresponds to ELA Middle of Year (medium complexity level).* *All students take Informational Testlet 2.* *Only one Daily Access Code needed.*	**Literary Testlet 2** *Corresponds to ELA Middle of Year (medium complexity level).* *All students take Literary Testlet 2.* *Only one Daily Access Code needed.*
ELA Performance Task *Based on reading passages from Testlet 2.* *All students take the ELA Performance Task.* *Only one Daily Access Code needed.*	
Informational Testlet 3 OR Literary Testlet 3 *Corresponds to ELA End of Year (high complexity level).* *Testlets are randomly assigned to students.* *Have both Daily Access Codes available.*	

End Test Session Button

There have been inquiries regarding the functionality of the End Test Session Button. Clicking this button in the Test Monitor Screen will force submit all student testlets, transitioning testlets that are "In Progress" or "Unused" to "Completed" status. Once testlets are in the "Completed"

status, students will no longer be able to access them. It's important to note the distinction between the End Test Session button in the Kite Portal and what districts may be accustomed to from Smarter Balanced. By clicking the End Test Session button in the Test Monitor Screen, testlets will no longer be accessible to students. Therefore, it's crucial to use this button only when all students have completed testing, including absent students or students taking a testlet in a separate setting per the student's IEP/504.

Math Anchor Testlet

During the fifth and final testing window, the math anchor testlet will be administered. Please ensure this testlet is the last administered math testlet. The assessment consists of 20-22 questions in two sections. Students in grades 6-8 may not use a calculator for Section 1. Students in grades 6-8 may use the calculator tool provided in Kite for Section 2 only. The calculator is accessible in the Student Portal Toolbox. Students may not use any other calculator for this assessment unless approved by your school. On the Review/End page of Section 1, students will select CONTINUE to launch Section 2. Be sure students check their work in Section 1 before moving to Section 2. Once the second session is launched, students will be unable to go back to Session 1. A script for the Math Anchor testlet can be found in the MAST Form B Test Administration Manual.
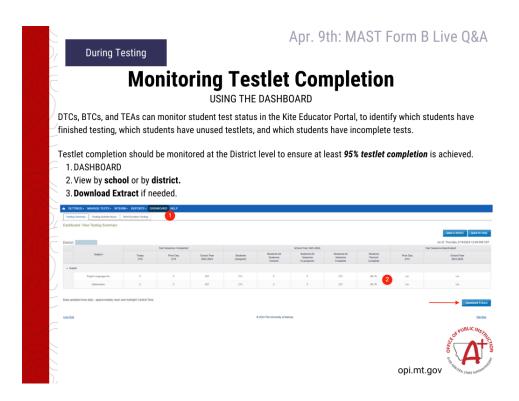
Grade	Total items	Calculator-permitted items
Grade 3	22	0
Grade 4	21	0
Grade 5	20	0
Grade 6	22	19
Grade 7	22	18
Grade 8	22	18

Monitoring Testlet Completion

Monitoring testlet completion is an important task to ensure that your district is fully participating in MAST and meeting federal accountability guidelines of at least 95% testlet completion. These slides can be found in the Apr. 9th MAST Form B Live Q&A slide deck.
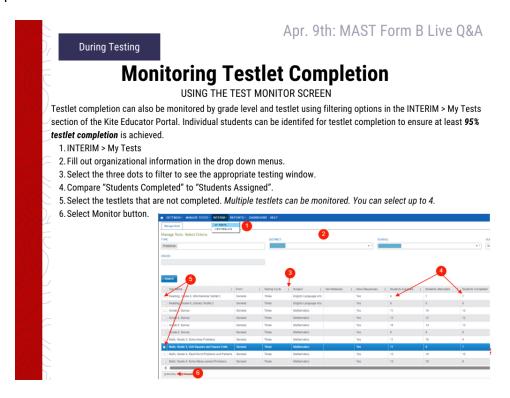
Using the Dashboard

Monitoring testlet completion can be viewed at the district level using the Dashboard. Districts are able to see an overall completion percentage for each subject area being assessed for each school within the district.

Apr. 9th: MAST Form B Live Q&A

During Testing

Monitoring Testlet Completion
USING THE DASHBOARD

DTCs, BTCs, and TEAs can monitor student test status in the Kite Educator Portal, to identify which students have finished testing, which students have unused testlets, and which students have incomplete tests.

Testlet completion should be monitored at the District level to ensure at least **95% testlet completion** is achieved.
1. DASHBOARD
2. View by **school** or by **district.**
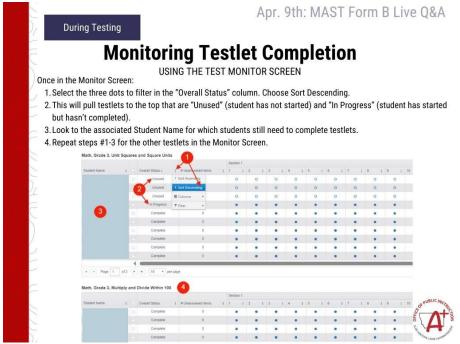3. **Download Extract** if needed.

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Using the Test Monitor Screen
For a more detailed testlet completion monitoring, users can refer to the test monitor screen to view completion numbers as seen in the slide below:

Apr. 9th: MAST Form B Live Q&A

During Testing

Monitoring Testlet Completion
USING THE TEST MONITOR SCREEN

Testlet completion can also be monitored by grade level and testlet using filtering options in the INTERIM > My Tests section of the Kite Educator Portal. Individual students can be identifed for testlet completion to ensure at least **95% testlet completion** is achieved.
1. INTERIM > My Tests
2. Fill out organizational information in the drop down menus.
3. Select the three dots to filter to see the appropriate testing window.
4. Compare "Students Completed" to "Students Assigned".
5. Select the testlets that are not completed. *Multiple testlets can be monitored. You can select up to 4.*
6. Select Monitor button.

Once in the Monitor screen, you can see which testlets are Complete (submitted) and which are still In Progress or Paused (not submitted). To filter students that are in-progress, paused, or unused (meaning they have not initiated the testlet), select the three dots on the Overall Status column to sort descending. From your list of students identified as in-progress, paused, or unused, you will be able to finish administering the testlets to these students. If you find that a student is no longer enrolled in your district, please reach out to the OPI Assessment Help Desk to manually exit them from the Kite Portal.

Apr. 9th: MAST Form B Live Q&A

During Testing

Monitoring Testlet Completion
USING THE TEST MONITOR SCREEN

Once in the Monitor Screen:
1. Select the three dots to filter in the "Overall Status" column. Choose Sort Descending.
2. This will pull testlets to the top that are "Unused" (student has not started) and "In Progress" (student has started but hasn't completed).
3. Look to the associated Student Name for which students still need to complete testlets.
4. Repeat steps #1-3 for the other testlets in the Monitor Screen.

Using the Test Administration Monitoring Data Extract
A data extract is available to DTCs and BTCs to help monitor testlet completion. Navigate to:
1. REPORTS > DATA EXTRACTS
2. Select the Test Administration and Monitoring tab.
3. Click on New File.
4. Once the file has loaded, click on the csv icon to download a document that will list testlets assigned, in progress, and completed by subject and student.

MAST Accommodations
A MAST accommodation drop-down menu has been added to Infinite Campus. Districts have the option to start making changes to student IEPs if desired. Alternatively, districts can choose to use the MAST Accommodations Crosswalk Document to translate current SBA accommodations into MAST PNPs. A MAST Accessibility Guide is now available to help provide guidance and support when making testing accommodations decisions for students.

Live Listening/Feedback for Testing Window 5

We have designed user feedback cycles while in pilot to ensure continuous improvement of the MAST. As a way to gather feedback from MAST Form B Summative Pilot Districts, a feedback survey will be shared out at the end of the window. In addition, a live listening/feedback session is scheduled for *May 15th from 3:30-4:00 pm*. This session will serve as an opportunity for users like you to share feedback, suggestions, and experiences to help us enhance the usability of the MAST. Teachers, administrators, test coordinators, IT personnel are all welcome to attend. Please forward the meeting link to all school stakeholders you feel appropriate to attend. We value your input and encourage you to participate in this live listening/feedback session.

MAST Form B Summative Listening/Feedback Session
Date: May 15, 2024
Time: 3:30 - 4:00 PM
Zoom Link | Meeting ID: 883 8001 5444 | Password: 649197

Stakeholder Engagement Opportunities

The OPI is seeking educators, including teachers, instructional coaches, administrators, and specialists, who are enthusiastic about contributing to and influencing the MAST assessment in Educator Item Review Cadre & Educator Range-finding Cadre. These committees convene at specific dates and times to evaluate test content and assist in establishing scoring guidelines for performance tasks. To sign up, please visit the MAST Engagement Opportunities website. Your participation is invaluable in shaping the future of the MAST assessment.

State Enrollment Updates

State enrollment updates will continue daily within the testing window to capture any students transferring into your district. 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 in an overnight cycle. However, if you are using Powerschool, please note that it requires a manual sync with the state to update student enrollment information in an overnight cycle. Please be sure to roster these students right away in the Kite Portal. It may take up to 24 hours for testlets to assign after rostering has occurred.

If you require any assistance with student enrollment, please don't hesitate to reach out to the OPI Assessment Help Desk or call 1-844-867-2569 with any questions or concerns regarding student enrollment.

Full MAST Participation

During the extended field testing of MAST, it is crucial to closely monitor testlet completion. Per the Federal Testing Waiver granted to Montana for the 2023-2024 MAST administration, districts that fully participate in MAST are exempt from taking the Smarter Balanced Assessment.

Form B Participants:
- Each school is expected to assess all eligible students at a participation rate of at least 95% in accordance with section 1111(c)(4)(E)(iii) within the final testing window (April 15-May 10). Full participation includes completion of all assigned testlets.
- Schools not completing assigned testlets with fidelity may be required to take the Statewide Summative Assessment.

o If individual students are not able to complete assigned testlets due to a medical reason, districts are to report non-participation through the MontCAS Application in accordance with [state assessment policy](#).

If you have students that have transferred out of your district but are still showing in Kite, please reach out to the OPI Assessment Help Desk to get them manually exited 1-844-867-2569 or opiassessmenthelpdesk@mt.gov. *A reminder not to share any student Personally Identifiable Information (PII) in emails or voicemails.*

April 15 - May 10, 2024 Testing Window and Testlet Information

ELA Assessment Components:
- Four (4) Standard Testlets (*estimated timing 25-35 minutes/testlet*)
- One (1) Performance Task (*estimated timing 30-40 minutes*)

Math Assessment Components:
- Six (6) Standard Testlets (*estimated timing 25-30 minutes/testlet*)
- One (1) Math Anchor (*referred to as T13 Anchor Testlet–estimated timing 30-40 minutes*)

MAST Form B Design - Math

Grade 3	Grade 6
• Understand Multiplication and Division • Multiply, Divide, & Measurement Problems • Base Ten and Real-World Problems • Fractions • Area • Data, Graphing, and Geometric Figures • Anchor Set	• Ratios and Proportional Reasoning* • Compute Fluently & Divide Fractions • Rational Numbers & The Coordinate Plane* • Expressions and Exponents* • Variables and Inequalities* • Area, Volume, and Statistics* • Anchor Set* *calculator available*
Grade 4	**Grade 7**
• Operations and Base Ten • Multiplication • Division & Real-World Problems • Compare, Add, and Subtract Fractions • Multiply Fractions and Decimal Fractions • Geometry and Measurement Problems • Anchor Set	• Ratios and Proportional Relationships* • Operations with Rational Numbers • Solve Problems with Rational Numbers* • Solve Equations and Inequalities* • Geometry* • Statistics and Probability* • Anchor Set* *calculator available*
Grade 5	**Grade 8**
• Add and Subtract Fractions & Expressions • Multiply and Divide Whole Numbers • Decimals • Multiply and Divide Fractions	• Irrational Numbers & Scientific Notation • Understand and Construct Functions* • Interpret Functions and Relationships*

• Volume • Geometric Figures & The Coordinate Plane • Anchor Set	• Linear Equations & Systems of Equations* • The Pythagorean Theorem & Bivariate Data* • Geometry* • Anchor Set* *calculator available*

MAST Form B Design - ELA

One Beginning-of-Year testlet: includes a readily accessible text and 18 items that focus on informational or literary reading skills.

Two Middle-of-Year testlets: includes two moderately complex texts and 18 items that focus on informational and literary reading skills.

One Writing Task testlet: includes two moderately complex texts that the students have seen in the middle-of-year testlets, 5 items that focus on informational or literary reading skills, and 1 item that assesses writing skills. The writing prompt will be specifically designed to target writing and language standards, assessing aspects such as organization/purpose, development/support, and knowledge of language and conventions. ELA Performance Task Rubrics are available: Grade 3 | Grades 4-5 | Grades 6-8.

One End-of-Year testlet: includes two moderately to highly complex texts and 18 items that focus on informational or literary reading skills.

Montana OPI Summer Institute

You're invited to the OPI Summer Institute scheduled for ***June 17-20, 2024***! Join us for dedicated sessions spotlighting educational innovation with the Montana Aligned to Standards Through-Year (MAST) Assessment—a transformative approach to assessment that aligns with our commitment to enhancing learning and teaching experiences across Montana. As the MAST progresses through its second year of pilot (SY23-24), it represents a significant step towards using assessment to support student learning and achievement. This innovative assessment, structured as a through-year model, is designed to assess content standards aligned closely with the timing of content learning in the classroom. Its primary goals include providing instructional utility and generating a summative score for federal accountability purposes. MAST is on track to operationalize as the statewide assessment for Montana's general populations in grades 3-8 for ELA and Math, scheduled to replace Smarter Balanced in 2024-2025. Registration coming soon on the OPI Summer Institute webpage.

Dreambox Learning Opportunity for MAST Participants

This year MAST Pilot Districts have access to DreamBox Math and Reading programs for students in grades 3-8. NEXT year all public school districts will have access to DreamBox in grades K-12. If you want to learn more about how to get started with DreamBox attend one of our live webinars and earn 1 PDU per session: register here [info.discoveryeducation.com]. If you want to chat with Montana's PD Specialist, Natalee Hawks, click here [calendly.com] to find a time. Please email Nhawks@discoveryed.com with any questions.

MAST Resources

A reminder to utilize the MAST OPI webpage and [MAST Portal](#) for comprehensive resources and relevant information about the MAST including recordings for Live Q&A sessions. Select the dropdown menu *Yr.2 MAST Form B Resources* on the [MAST OPI webpage](#) for specific MAST Form B Pilot resources.

Kite Support

The Kite Service Desk is here to assist you with any questions related to the Kite Portal 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

For other assessment questions or inquiries, please contact the OPI Assessment Help Desk at 1-844-867-2569 or opiassessmenthelpdesk@mt.gov.

I am also happy to help and support your district during this pilot phase. Feel free to reach out with any questions regarding the MAST.

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

FREQUENTLY ASKED QUESTIONS

What are the expectations for our district's Testing Plans if we are MAST Participants?
If selected for monitoring, districts are mandated to submit five essential testing plans to ensure test security. These encompass the Test Administration Plan, Test Accessibility Plan, Test Security Plan, Data Use Plan, and Test Training Plan. For MAST participating districts, please update any references to the Smarter Balanced Assessment, replacing them with appropriate language for MAST in the existing plans. This ensures alignment with your district's participation in the MAST Pilot.

Do we still administer the Montana Science Assessment?
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.