MONTANA OFFICE OF PUBLIC INSTRUCTION

MAST
KITE PARENT PORTAL

ASSESSMENT FOCUSED SUPPORT VIDEO

opi.mt.gov

The WHY: Successful administration of the MAST.

Before Testing
- Schedule Testlets
- Train & Prepare Staff
- Prepare Student Testing Devices
- Notify Families of Testing
- User Management
- Roster Students & Enter PNPs
- Print Student Tickets & DACs
- Prepare Students to Test

During Testing
- Administer Testlets
- Monitor Testlet Completion
- Make-Up Testing
- Access & Share Student Score Reports

After Testing
- Access & Share Student Score Reports
- Reflect on the successes and challenges of administration

KITE EDUCATOR PORTAL ACCESS

Access the Kite Educator Portal through the MAST Portal. Googling "Kite" and selecting from the search results may bring you to a different state's portal

Kite Educator Portal

Sharing Data with Families

Why do individual student testlet score reports need to be distributed to families?

Sharing student score reports with parents/guardians helps support student learning and success in the classroom. It's important to help parents and families understand data and encourage them to talk with their student about strengths and areas of growth.

Sharing Data with Families
What results need to be shared for the MAST?

- **Student Testlet Results** *(throughout the year)*
  - <u>Parent Testlet Score Report Parent Template Letter</u>
  - <u>Interpretive Guide</u> & <u>Video</u>
  - Possible Methods: Kite Parent Portal, hard copy, utilize new Progress Reports

- **Student Through-Year Summative Results** *(end of year)*
  - <u>Through-Year Score Report Parent Template Letter</u>
  - <u>Interpretive Guide</u> & <u>Overview</u>
  - Required Methods: hard copy, save copy in student cumulative file

MAST

Montana Aligned to Standards Through-Year

Parent Resources

MAST Overview

The MAST assessment is Montana's statewide assessment students take in Grades 3-8 for Math and English Language Arts. The MAST is a "through year" assessment that satisfies federal testing requirements and better aligns assessment with instruction.

Statewide assessments provide only one measure of student learning, but when combined with grades, classroom activities, unit quizzes and tests, and district-level assessments, statewide assessments can complete the picture of a child's abilities and help him/her down a path toward academic success in reaching Montana's Content Standards.

Resources
- Six Things Stakeholders Should Know About Participation and Testing in Montana

Accessing Your Child(ren)'s MAST Score Reports

Student reports are available weekly after completion of each testlet within window. If your child's district has set up the Kite Parent Portal, you will be able to access individual testlet results by logging into the Kite Parent Portal with the email address you have on file with the school.

Resources
(found on MAST Portal)
- Parent Portal Manual & Tutorial
- Kite Parent Portal log in page

Understanding MAST Score Reports

Each score report provides a snapshot of academic performance on a small set of related standards. Score reports should be considered alongside other information.

Resources
(found on MAST Portal)
- Student Interpretive Guide
- Math and ELA Blueprint documents
- Math and ELA Assessment Specifications

Talking to my child about their MAST results

Talking about your child's score report helps support student learning and success in the classroom. It's important to understand your child's data and talk with your child about their strengths and areas of growth.
- What do you think you did well?
- What would you like to improve?
- Goals/next steps

Thank you for supporting your child in their learning.

Please reach out to your child's school if you have more questions

MAST Testing Windows

The actual number of testlets your child(ren) takes each testing window will be contingent on your district's local curriculum sequence.

Click on image to access live links

SHARING DATA WITH FAMILIES

1. What is the **Kite Parent Portal**?

The Kite Parent Portal is part of the Kite Suite that connects parents/guardians to their child(ren)'s individual **_testlet_** results within year. The student-parent connection is completed by a building or district-level user.

2. Why use the **Kite Parent Portal**?

Parents/Guardians receive timely and relevant feedback regarding how their child(ren) are performing on grade-level standards. Student reports are available weekly after completion of each **_testlet_** within window. Each score report provides a snapshot of academic performance on a small set of related standards. Score reports are considered alongside other information to better understand their child(ren)'s learning. Talking about a child's score report helps support student learning and success in the classroom.

3. How to use the **Kite Parent Portal**?

Resources such as the Parent Portal Manual and Parent Portal URL can be found in the <u>MAST Parent One-Pager</u> to help support families in accessing and utilizing MAST student results.

Download the **Parent Upload Template** by clicking on the blue question mark.
An ad hoc report can be generated out of Infinite Campus to help populate this template file.

FIELDS IN THE STUDENT-PARENT CONNECTION TEMPLATE FILE

Col.	Column Title	Description	Acceptable Values
A*	Parent_Email	The parent's email address. Note: One email per line. Note: One parent email can be connected to more than one student with multiple lines.	Alphanumeric
B*	State_Student_Identifier	The student's State Student Identifier. Note: For building/school uploads, the student must be enrolled in Educator Portal	Alphanumeric
C*	District_Identifier	The district's organization ID. (Ex: D1001) Note: School ID cannot be used in place of District ID. Note: Find the District ID in Educator Portal > Settings > Organization > Parent Organization column.	Alphanumeric
D	Electronic_Opt_In	Yes or No. (If blank, default is No) Note: Currently, this field has no functionality. In future development, this field will allow electronic-opt-in selection to reduce the quantity of reports generated in bundled reports.	Alphanumeric

*Indicates this field is required.

Column A: **Parent Email**.

Column B: **Student State Identifier**

Column C: **District Identifier** *(Can be found in Settings > Organization. Use the number associated with district organization.)*

Column D: **Electronic Opt-In** *(Not required.)*

PREPARE THE UPLOAD TEMPLATE
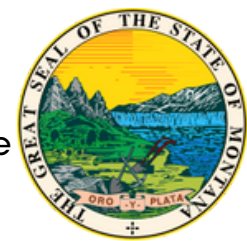### UTILIZE THE INFINITE CAMPUS AD HOC REPORT

Once in the Ad Hoc Query Wizard.

Column A: Parent Email Student > Census > Student Contacts > email

Column B: Student State Identifier Student > Demographics > stateID

Column C: District Identifier Student > District > number

Column D: Electronic Opt-In (Not required but do not delete the column header in the template file.)

SETTING UP THE KITE PARENT PORTAL

Common Troubleshooting:

- Do not change column headers.
- Be sure to save template file in CSV format.
- Be sure your cells are formatted to hold leading zeros in numbers such as the District Identifier field.
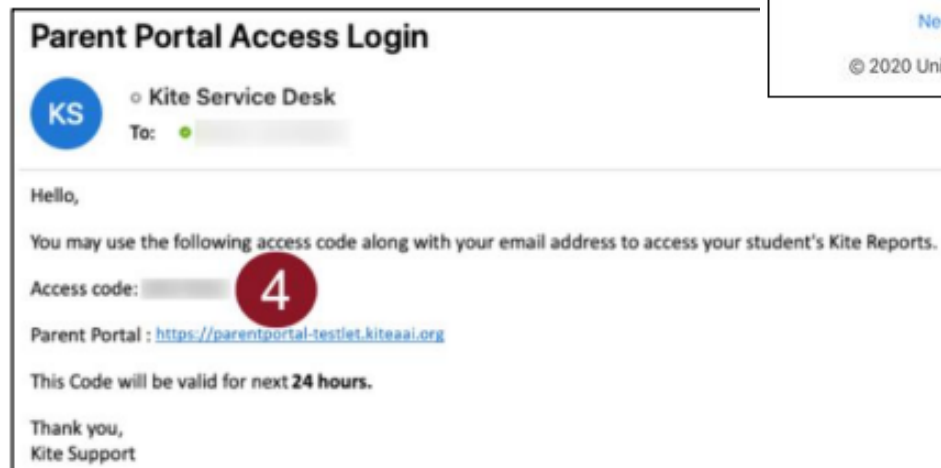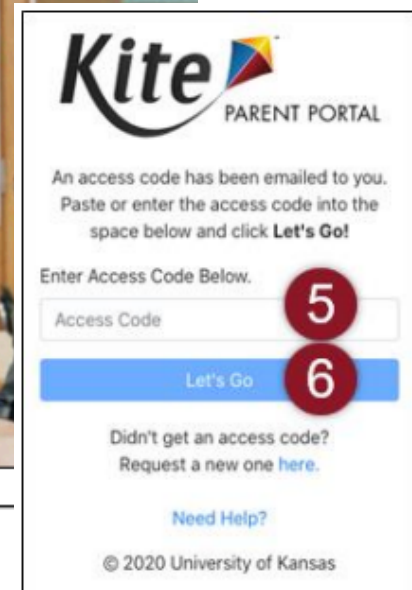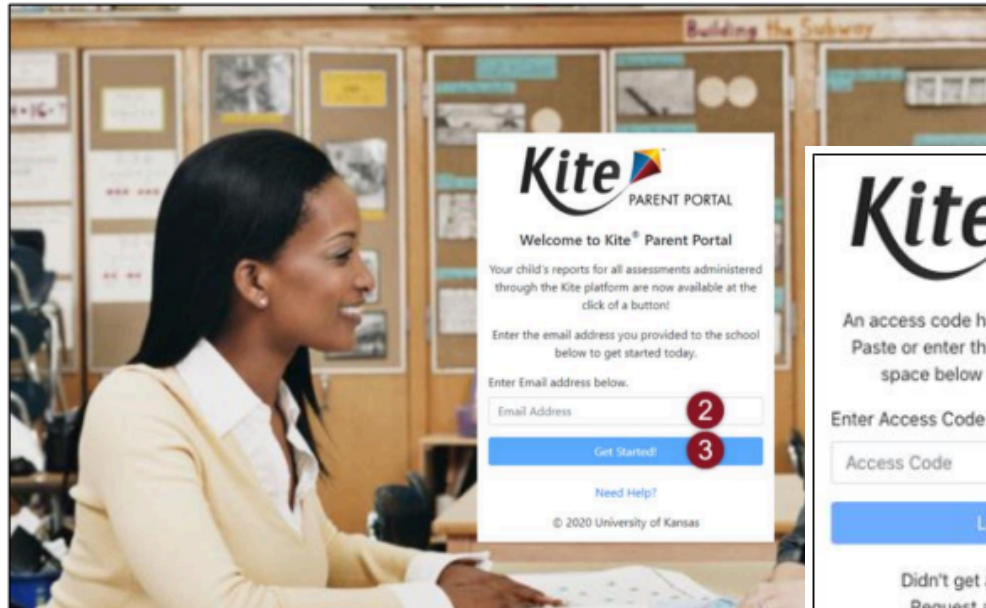- Use students' state identifier and not a local identifier

PARENTS LOGGING IN TO THE KITE PARENT PORTAL

Steps for parents/guardians to log in:

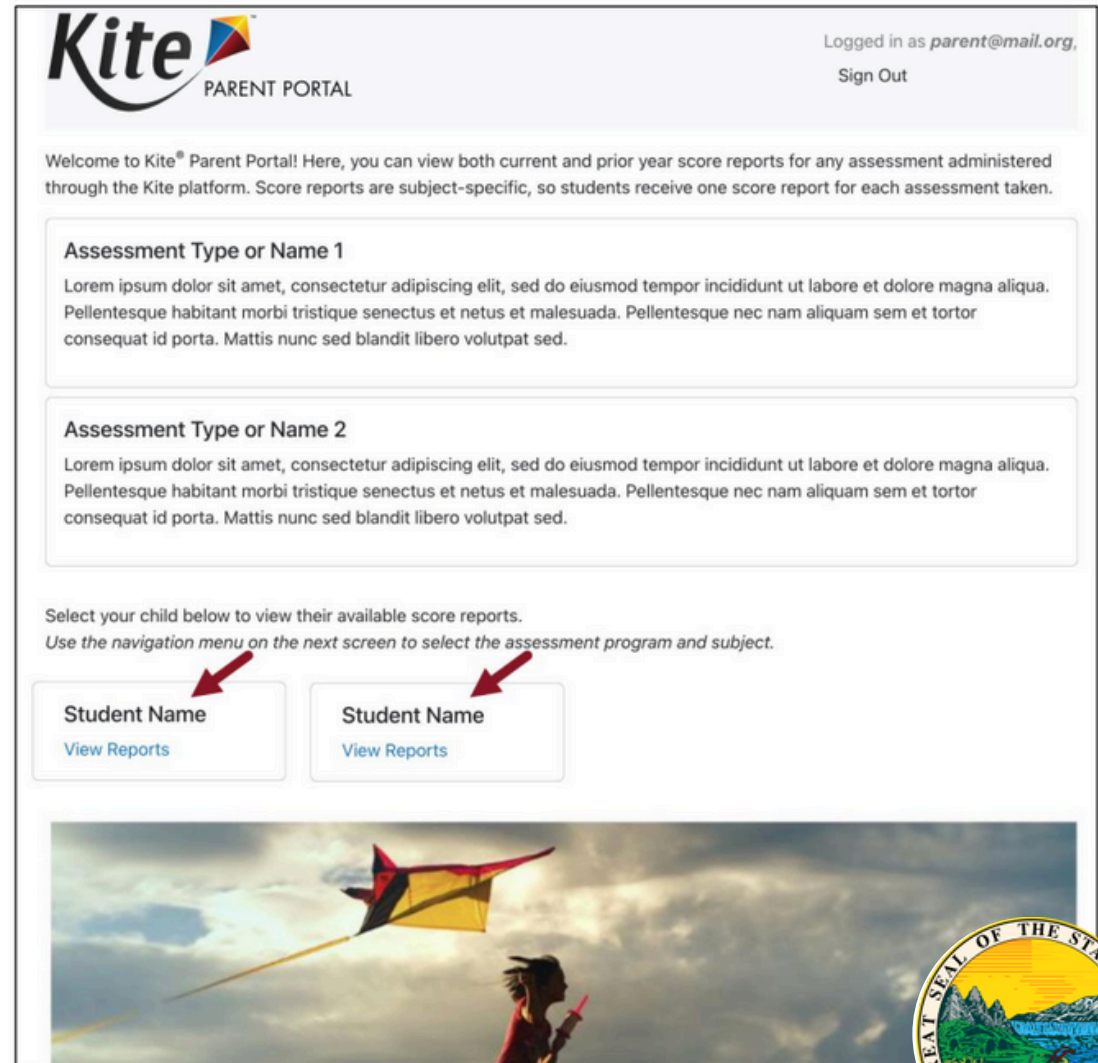1. Open a **web browser** and visit https://parentportal-testlet.kiteaai.org/.
2. Enter their **email address** registered with their child's school district in the Email Address field.
3. Select **Get Started**.
4. A **temporary access code** will be sent to their email address.
5. The **access code is entered** in the area provided on the login screen.
6. Select **Let's Go**.
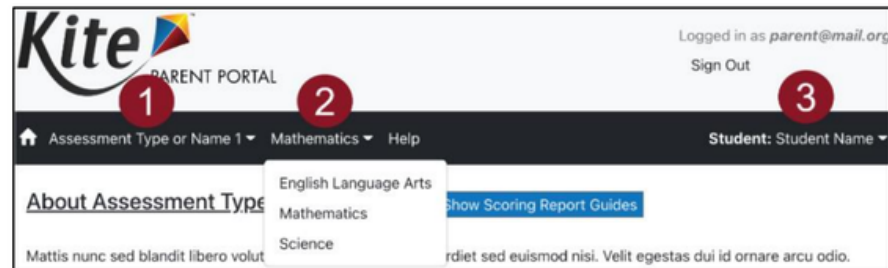
PARENTS LOGGING IN TO THE KITE PARENT PORTAL

The homepage provides a brief overview of Kite Parent Portal as well as report details for assessments in which your child has available reports. To view all available reports, select **View Reports** under the child's name.
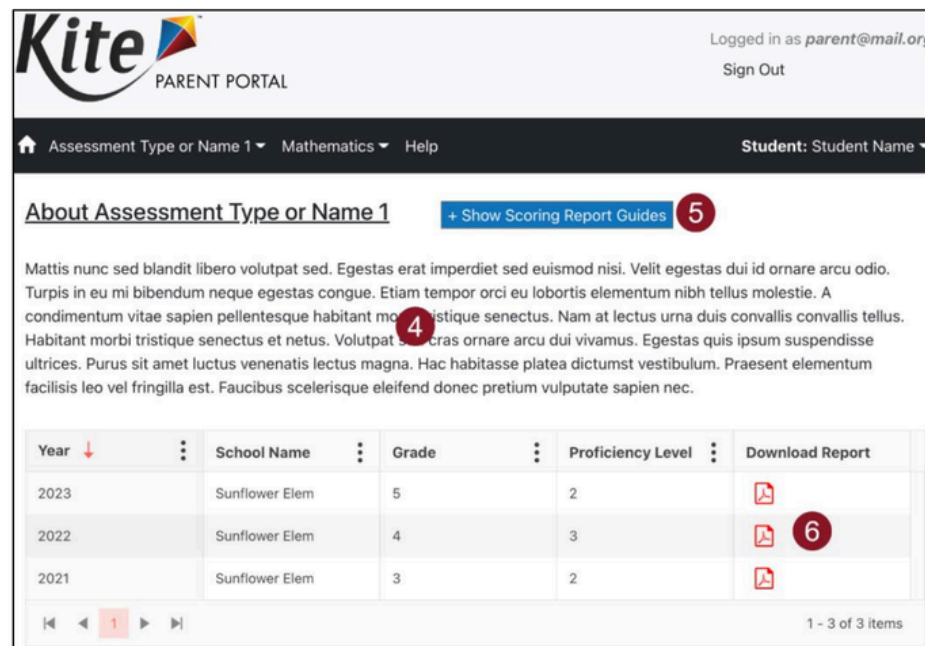
PARENTS LOGGING IN TO THE KITE PARENT PORTAL

1. Choose an assessment.
2. Choose a subject.
3. Choose a student.

4. Assessment Description shares a brief description of the assessment program.
5. View and read the Scoring Report Guides: Links to score report guides and other helpful information.
6. Choose a report and click on the PDF icon to download the report.

PARENTS LOGGING IN TO THE KITE PARENT PORTAL

Common Troubleshooting:

- **Access codes** used to enter the site are randomly generated and are valid for 24 hours. *The same access code can be used multiple times within a 24-hour period to enter Parent Portal. After 24 hours, a new access code will need to be generated.*
- If you do not receive an email, **check your junk or spam** folder. If you did not receive or forgot your access code, select the Resend Access Code button

Questions?

OPI ASSESSMENT HELP DESK:

1-844-867-2569

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