Maine Through Year & Maine Science Assessments Updates
October 2024

Important Documents

- [Maine Comprehensive Assessment System Guidelines](#)
- [Assessment Technical Assistance Plan](#)
- [Assessment Security Handbook](#)
- [Maine Assessment Calendar | Department of Education](#)

[NWEA Maine Through Year Assessment](#)

Maine DOE Assessment Coordinator: **Krista Averill**

Contact Krista at Krista.Averill@maine.gov or 207-215-6528.

Fall 2024 Administration

The Fall 2024 Through Year Assessment administration window is September 16 through October 25.

Students must be enrolled in Synergy in order to be reflected in the school's roster in Acacia. It is the responsibility of the SAU/school to ensure that students are enrolled in Synergy before the first day of the local administration schedule. The local administration schedule can occur at any time within the six-week state administration window, although it is strongly recommended to reserve the last week of the state window for make-up sessions.

Letter for Parents/Guardians

As requested, a [letter for parents/guardians about the Maine Through Year Assessment](#) is now available.

Updating of Chosen/Preferred Student Names

To update a student's chosen name in Acacia, please reach out to NWEA Partner Support at (855) 430-1777. To appear on the student's test tickets and within the secure lockdown browser, a student's chosen name must be updated before the student logs into the assessment. Students' chosen names will also appear on student results reports.

Assessment Resets

Please see the [Assessment Reset Process Flow](#) for a list of acceptable criteria for an assessment reset as well as for the link to the request form. Please note that reset requests must be submitted by 4:00 PM on October 18. No reset requests will be accepted during the last week of the administration window.

Reporting Groups

In order for those with the Instructor role in MAP Growth to be able to see students' score results in Acacia, Instructors must be assigned to students within a Reporting Group in Acacia. Reporting Groups must be

created by the end of the administration window. For more information on creating groups, please see Part 7 of the [User and Student Management Guide](#).

A trick for quickly and easily identifying students who have not yet been assigned to a Reporting Group is to generate a Testing Status Report from Operational Reports in Acacia. Column AO includes the student's assigned Reporting Groups; if the field is empty, it indicates the student has not yet been assigned to a Reporting Group. (More information about Operational Reports can be found in Part 5 of the [Assessment Coordinator Guide](#).)

Multilingual Learner Exemption Guidance

Newly arrived multilingual learners may be exempt from the reading assessment (only) if:
1) they have a US School Entry Date in Synergy within 12 months of the last day of the administration window, and
2) they have an ML Start Date in Synergy.

The [ML Exemption Guidance document](#) provides exact US School Entry Date ranges for exemption from different administrations of the Maine Through Year Assessment.

SAU Data Cleanup Checklist

[SAU Data Cleanup activities](#) take place throughout the assessment administration window till November 1.

Preparation of Assessment Coordinators

Assessment Security Training

Assessment Coordinators must watch the assessment security [training video](#) and review the Assessment Security Handbook before signing the MEA Assessment Security & Data Privacy Agreement, Appendix A in the [Assessment Security Handbook](#).

Maine Through Year Assessment: Assessment Coordinator Training

The training module must be completed by the District and School Assessment Coordinators prior to the local administration of the fall assessment; after successful completion of the module, coordinators will download a certificate of completion to keep on file. District and School Assessment Coordinators can request access to the training module by utilizing [this form](#).

Representatives from NWEA's technology & operations team and/or program management team will be present at the October 9 Assessment Team Office Hour to answer your questions regarding pre-administration activities in the Acacia platform.

Preparation of Proctors

Assessment Security Training

Proctors are required to watch two assessment security trainings once per academic year:

- [Assessment Security Overview Training Webisode](#) (5 minutes)
- [Assessment Irregularities! What Now? Security Training Webisode](#) (3 minutes)

MEA Assessment Security & Data Privacy Agreement

Proctors are required to sign the MEA Assessment Security & Data Privacy Agreement once per academic year. The agreement is found in Appendix A of the [Assessment Security Handbook](#).

Maine Through Year Assessment Proctor Training Video
Proctors of the Maine Through Year Assessment are required to watch the [Maine Through Year Assessment Proctor Training Video](#) (9 minutes) once per academic year.

Professional Learning Opportunities

Understanding Scores from the Maine Through Year Assessment

Participants will learn about the two score types produced by the Maine Through Year Assessment, RIT scores and the Maine scale score, including their similarities, differences, and uses. Opportunities for Q&A will be provided, and participants may submit their questions prior to the session.

- Thursday, October 10: 3:30-5:00 PM ([Registration Link](#))

NWEA Professional Learning Opportunities

Maine DOE and NWEA have developed several professional learning (PL) opportunities for the 2024-25 school year. Below are the offerings for this fall. Visit the [NWEA PL registration website](#) for more information.

Balanced Assessment Systems for Leaders* ([Registration Link](#))
- Session 2: What are best practices for comprehensive assessment planning and improving student outcomes?
    - October 7, 3:30-4:30 PM
    - October 16, 11:30 AM – 12:30 PM

Student-Centered Assessment Literacy* ([Registration Link](#))
- Session 1: What is assessment literacy? What helps make assessment processes and practices matter to students?
    - November 12, 3:00-4:30 PM
- Session 2: Which structures and strategies support a culture of learning? How do you use classroom assessment tools to build assessment literacy?
    - November 14, 3:00-4:30 PM

Using Achievement Level Descriptors to Ensure Classroom Rigor ([Registration Link](#))
- October 17, 3:00-4:30 PM

Triangulating Data for Instructional Insights ([Registration Link](#))
- October 15, 3:00-4:30 PM

*Attendance at session 1 is not necessary for attendance at session 2.

Whom do I contact if I need help?

NWEA Maine Partner Support	Maine DOE MEDMS Helpdesk	Krista Averill, Maine DOE Assessment Coordinator
(855) 430-1777 OR techsupport@nwea.org	(207) 624-6896 OR MEDMS.Helpdesk@maine.gov	(207) 215-6528 OR Krista.Averill@maine.gov
• Technical issues with the Acacia and MARC (MAP Growth) platforms	• Updating enrollments in Synergy • Missing students from assessment rosters in NEO	• Questions related to assessment policy, content, accessibility, scoring, and reporting

• Technical issues with the State Solutions Secure Browser • Support with pre-administration activities in Acacia and MARC and with administering the online assessment • SAU data clean-up tasks		• Fixing a student who appears on your assessment roster in NEO but not in Acacia • Any other problems that NWEA Maine Partner Support or MEDMS Helpdesk are not able to resolve

Maine Science Assessment

Maine DOE Assessment Coordinator: **Krista Averill**

Contact Krista at **Krista.Averill@maine.gov** or 207-215-6528.

Student Score Reports

Spring 2024 SAU, school, and student reports will be available in mid-October 2024 in the Kite Reporting Platform. An email will be sent to DACs once scores are available.

Looking Ahead to Spring 2025

Administration Schedule: The high school administration window has been moved earlier in April to avoid an overlap with AP exams.

- High School: April 2-17, 2025
- Grades 5 and 8: May 12-23, 2025

Changes to the Administration

- ALL Grade Levels: Removal of Session 4 (Student Questionnaire)
- High School ONLY: Sessions 1, 2, and 3 reduced from 60 minutes each to 50 minutes each
  - There will be no change in the number of questions.
  - Data from previous administrations reflect that nearly all high school students without extended time complete each session within 50 minutes.