

MAINE DEPARTMENT
OF EDUCATION (DOE)

Assessment Lunch & Learn Office Hours

February 4, 2026

Please post questions you may have in the chat box – we will work to answer them during the session and add them to a Q&A document.

We will begin shortly.

Presented by: The Assessment Team



Today's Agenda

- General Updates
- WIDA ACCESS, WIDA Alternate ACCESS & WIDA ACCESS for Kindergarten
- Maine Through Year Assessment
- National Assessment of Educational Progress
- Multi-State Alternate Assessment
- Maine Science Assessment
- Q & A

Meet the Maine DOE Assessment Team

Janette Kirk, Interim Director of Assessment

Krista Averill, Assessment Coordinator

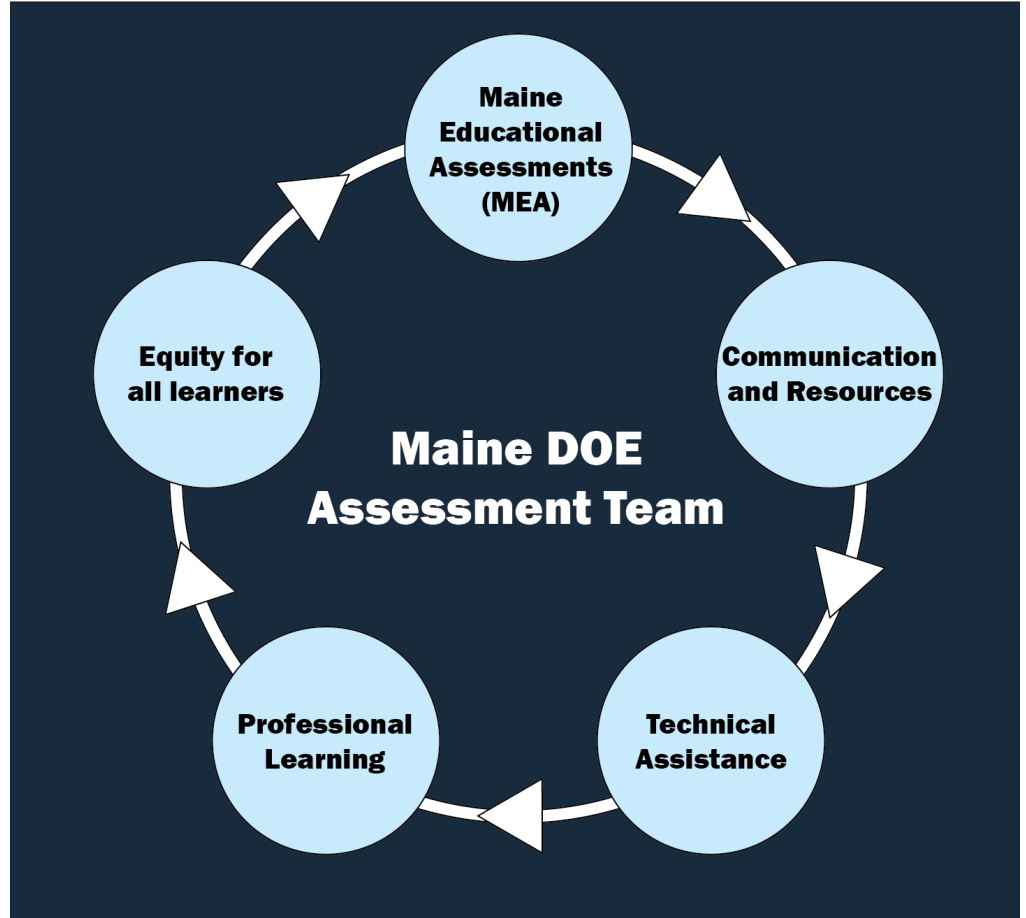
Mechelle Ganglfinger, Assessment Coordinator

Dr. Regina Lewis, NAEP State Coordinator

Daniella Crone, Office Specialist

Leah Jarvis, Business Analyst

The **Maine DOE Assessment Team** works to provide high quality technical assistance to Maine SAUs and schools around the Maine Education Assessments (MEA)



ACCESS and Alternate ACCESS

Maine's general and alternate assessments of English language proficiency
Coordinator: Mechelle Ganglfinger

January 5 – March 10, 2026

ACCESS Timeline

11/20/25 - 2/27/26: WIDA AMS test setup available for registrations

11/20/2025 - 2/20/2026: Window to submit a Less Than Four Domains Request by the SAU

12/11/25: Additional materials ordering open to SAUs through February 20th, 2026

- **Assessment Window: January 5th – March 10th, 2026**

Further information can be found in the recently released [priority notice](#)

3/10/26: SAU deadline for return of secure and test materials to DRC. *This remains unchanged.*

4/29/26: Reports available in WIDA AMS











5/15/26 - 5/18/26: Printed reports available in SAUs

Receiving & Ordering Materials

Please check to ensure all materials received match the packing lists included in your boxes. Remember all materials are secure and will need to be returned in the yellow boxes in which they were received.

If additional materials are needed including paper version of the assessment orders can be placed through the WIDA AMS secure portal.

Welcome! What would you like to do today?

 Add/Edit Users	 Import Management	 Manage Students
 Manage Registrations	 Download Student and Status Reports	 Score WIDA Screener Responses
 Order and Manage ACCESS Materials	 Knowledge Articles	 Install and Configure Testing Software
	 Documents	

Receiving & Ordering Materials

Materials | Accountability Form | Additional Materials | Material Ordering

Materials Ordering

Materials Ordering allows the user to enter quantities of materials needed for paper tests.

* Indicates required fields

Administration: ME ACCESS - 2025-2026 *
District: (All)
School: (All)

Show Materials

- To place a new order, select an administration, district, and the school from the drop-down menus, and click Show Materials
- In the Additional Materials Entry grid, enter quantities for the additional materials the district requires. After all quantities are entered, click the **Complete** button.

You may click on the instructions tab to see a detailed list of directions to complete your order

WIDA and DRC Helpful Resources

Online Help: Provides step-by-step instructions to help complete tasks in Import Management, Student Management and Test Management. Find Online Help by **selecting the question mark icon** in the upper right corner of the applications or [find all the topics in one place](#).

Knowledge Articles: Select the Knowledge Articles button from the WIDA AMS landing page to browse or search for your desired topic.

WIDA Assessment Webinars: WIDA and DRC offer webinars on a variety of topics, from managing students and registrations to technology troubleshooting. View the full list of upcoming and recorded webinars on the [Webinars](#) page in the WIDA Secure Portal.

WIDA ACCESS & Alternate ACCESS

Whom do I contact?

WIDA Client Services Center

(866) 276-7735

help@wida.wisc.edu

- WIDA Secure Portal account creation
- Assessment training modules
- Self-paced e-learning resources

Data Recognition Corporation (DRC)

(855) 787-9615

WIDA@datarecognitioncorp.com

- WIDA AMS account creation
- Technical issues with the WIDA AMS platform, including finding students, assigning accommodations, and creating test sessions
- Technical issues with the installation of the DRC lockdown browser

Maine Department of Education Assessment Team

(207) 242-4244

Mechelle.Ganglfinger@maine.gov

- Questions related to assessment coordination, administration, and accessibility
- Any problems that WIDA and DRC Customer Services are unable to answer
- Fixing a student who appears on your assessment roster in NEO but does not appear in WIDA AMS
 - *Please wait at least 36 hours after making the update in Synergy.*
- Policy-related questions

Maine Through Year Assessment

Assessment Coordinator: Krista Averill

Optional Winter Administration: Important Dates

January 5 – February 13, 2026: Winter administration window

Note: No special consideration exemption requests need to be submitted for the optional winter Maine Through Year Assessment administration.

February 6 @ 4:00 PM: Last day to [request an assessment reset](#)

February 23-27: [SAU data cleanup](#)

March 18: Last day to run Operational Reports for the winter administration (not including the Student Score Data File)

March 25: Winter 2026 Student Score Data File becomes available

Professional Learning Offerings

Maine Through Year Assessment Interim Reports

Today, February 4, at 3:15 PM [[Register](#)]

Monday, February 9, at 3:15 PM [[Register](#)]

A Balanced Assessment System: The Role of Maine's State Assessments

Includes both the Maine Through Year and Maine Science Assessments

Monday, March 2, at 3:15 PM [[Register](#)]

Maine Through Year Assessment: A Balanced Approach

Monday, March 16, at 3:15 PM [[Register](#)]

Maine Through Year Assessment: *Whom do I contact?*

NWEA Maine Partner Support

(855) 430-1777

techsupport@nwea.org

- Technical issues with the Acacia platform
- Technical issues with the State Solutions Secure Browser
- Technical issues with the MAP Growth platform, including rostering in MAP

Maine DOE MEDMS Support Team

(207) 624-6896

MEDMS.Support@maine.gov

- Updating student enrollment information in Synergy
- Updating staff information in NEO

Maine DOE Assessment Team

(207) 215-6528

Krista.Averill@maine.gov

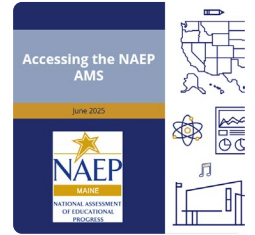
- Questions related to assessment content, accessibility, scoring, and reporting
- Policy-related questions
- Any problems that NWEA Maine Partner Support or the MEDMS Support Team are not able to resolve – If you have a case number (NWEA) or ticket number (MEDMS Support), please provide.

National and International Assessments

NAEP 2026 is here!

- Assessment administration – *January 26, 2026 – March 20, 2026*
- *Please reach out with questions. Technical assistance is available.*

NAEP February Priorities



- **NAEP School Coordinator Guidance**
 - [Instructional Guidance Document for Maine School Devices](#)
 - [Instructional Guidance Document for NAEP Devices](#)
- **Assessment window is open.**
 - **Assessment dates & device model for administration are located at the top of the school page**
- **All schools prior to the assessment:**
 - **Provide missing student demographics and assign accommodations**
 - **Review student list on "Add New Students" tile**
 - **Provide assessment logistics including assessment day specifics**
 - **Notify Parents/Guardians -**
 - **School Device Schools only -**
 - **Complete technical logistics**
 - **Identify a NAEP App Installer**
 - **Install app and confirm device readiness**

NAEP 2026 Resources

(located on [Maine DOE NAEP webpage](#))



Parent letters:

NAEP 2026 Inclusion & Accommodation Policies

[Arabic](#)

[Lingala](#)

- [Maine Students with Disabilities Inclusion Policy Operational](#)

[Chinese](#)

[Portuguese](#)

- [Maine English Learners Inclusion Policy Operational](#)

[English](#)

[Spanish](#)

[French](#)

[Somali](#)

[Kinyarwanda](#)

[Vietnamese](#)

NAEP 2026 – Other resources

Experience Elements of NAEP

- [NAEP Assessment Tutorials](#)
- [Take NAEP Now Pop Quiz](#)
- [NAEP Survey Questionnaires](#)

For School Device administration

- [eNAEP Download Center](#)
- [NAEP 2026 School Device Technical Requirements](#)

The new NAEP 2026 frameworks

- [NAEP 2026 Reading Framework](#)
- [NAEP 2026 Mathematics Framework](#)

For information on Student Performance:

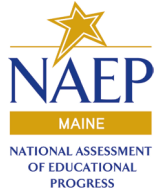
- the [NAEP Data Explorer](#)
- the [NAEP Questions Tool](#)
- the [NAEP Item Maps](#)

Pre-assessment guidance:

School provided Devices: <https://westat.box.com/s/66rfz7xh59hgydgvwoz6yavz7gakzjng>

NAEP provided Devices: <https://westat.box.com/s/6ikffoh53bigdnz8xycqjr1ana6e5wx>

National and International Assessments - NAEP



Whom do I contact?

NAEP Field Representative

Contact using information provided in NAEP AMS and via Email

- School Delay or closing
- Need to reschedule
- Change in Assessment Logistics

Maine DOE NAEP Coordinator

(207) 530-1355

Regina.Lewis@maine.gov

- AMS account creation
- **Assessment date change requests**
- Acquiring AMS access for additional staff
- Questions related to assessment accessibility, exclusion, and refusals
- Policy related questions
- Any problems that NAEP Field Representative and NAEP Helpdesk are unable to answer

NAEP AMS and eNAEP Helpdesk

(800) 283-6237

naephelp@westat.com

- Technical issues with AMS
- Password recovery not working
- Unable to select or manage tiles
- Student name changes
- [eNAEP Download Center](#)

Multi-State Alternate Assessment - MSAA

Maine's alternate assessments based on alternate academic achievement standards in reading, math and science (AA-AAAS)

Coordinator: Mechelle Ganglfinger

March 9 – April 24, 2026

2025-2026 Important Dates - MSAA

2/17/26 – MSAA System goes live for Spring 2026

2/17/26 – MSAA Training Modules available

3/9/26 – 4/24/2026 – Administration Window

Daily Office Hours will be held from 1-2pm throughout the assessment window.

To set up an office hours appointment, please reach out to [Mechelle Ganglfinger](#).

7/13/26 - 9/18/26 – Online reporting window for 2026 MSAA and MSAA Science

New This Year MSAA Refresher Training Modules

Module Title	Approximate Time
Navigating the MSAA Online Assessment System	31 minutes
Test Administrator and Test Coordinator Responsibilities	21 minutes
The Writing Prompt	17 minutes
Student Response Check and Early Stopping Rule	21 minutes
	1.5 hours

All TAs must complete the final quiz with at least an 80% accuracy score to gain access to the Directions for Test Administration (DTA).

Upcoming Training Opportunities

MSAA Training for Alternate Assessment Test Administrators (TAs)

Wednesday, February 4, 2026, 3:15-4:15 p.m.

MSAA Early Stopping Rule

Wednesday, February 25, 2026, 3:15-4:00 p.m.

Tuesday, March 3, 2026, 10:00-10:45 a.m.

February 17, 2026 – MSAA System goes live for 2026 Spring Administration

TC and TA training modules available on the platform – Username and login required

Multi-State Alternate Assessment

Whom do I contact?

MSAA Service Desk

866-834-8879

MSAAServiceCenter@cognia.org

[Live Chat available](#)

- Issues with the platform
- Questions around account permissions/creation
- Mandatory training modules and quiz
- Help logging in

Maine DOE Assessment Team

(207) 242-4244

Mechelle.Ganglfinger@maine.gov

- Questions related to assessment coordination, administration, and accessibility
- Policy-related questions
- Fixing a student who appears on your assessment roster in NEO but does not appear in the MSAA Platform
 - *Please wait at least 36 hours after making the update in Synergy.*
- Any problems that MSAA Service Desk is unable to answer

Maine Science Assessment

Assessment Coordinator: Krista Averill

Spring 2026 Administration: Important Dates

February 25: ADAM, the Assessment Delivery and Management platform, opens to District Assessment Coordinators. DACs will receive an email with information about accessing their account.

- Only **high school** rosters and administrations will be available on February 25. You can create high school classes, manage supports and accommodations, access test tickets, and make additional proctor groups.

March 24: Grades 5 & 8 rosters are available in ADAM. You can create classes and manage supports and accommodations.

March 31: Grades 5 & 8 test administrations are available in ADAM. You can access test tickets and make additional proctor groups, as needed.

April 1-17: High school administration window (3rd year of high school students)

May 11-22: Grades 5 & 8 administration window

Professional Learning Offerings

A Balanced Assessment System: The Role of Maine's State Assessments

Includes both the Maine Science and Maine Through Year Assessments

Monday, March 2, at 3:15 PM [[Register](#)]

Understanding the Maine Science Assessment: Structure and Reports

Monday, March 23, at 3:15 PM [[Register](#)]

TestNav Secure Browser

Spring 2026: Transition from students accessing the ADAM lockdown browser as a standalone app to accessing ADAM via the TestNav secure browser

Why are we making this change?

Enhanced Security and Control

- The ADAM lockdown browser relies on a third-party application. TestNav is fully managed under Pearson's technology and security family.
- Pearson will have enhanced risk monitoring and mitigation through behind-the-scenes dashboards.
- This allows for real-time support to schools.

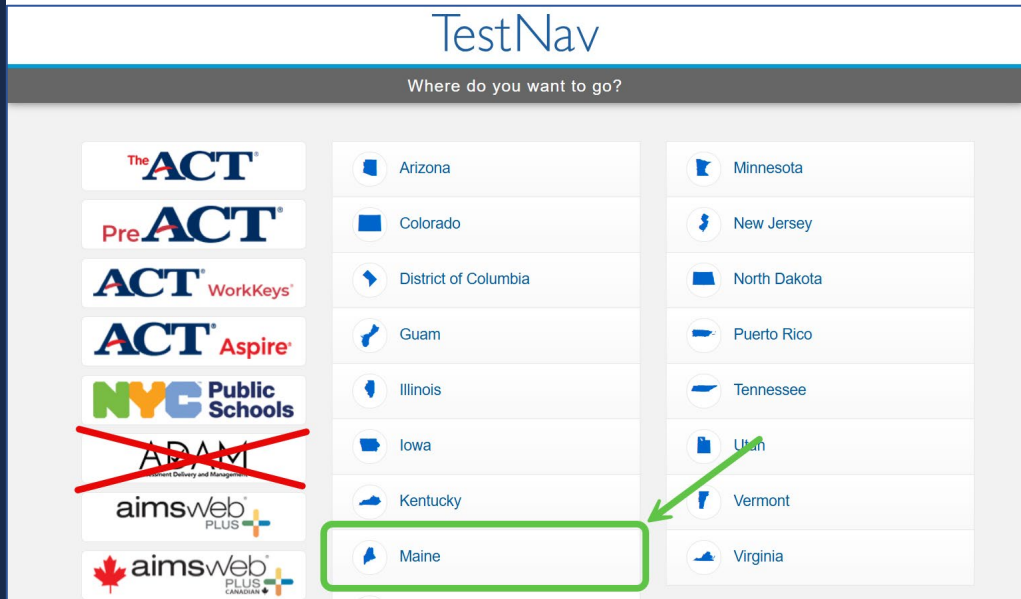
TestNav Secure Browser

What Will Change:

- Downloading the secure browser
- Launching the secure browser from student devices

What Will NOT Change:

- The student experience (navigation and accessibility) once logged in
- Proctoring procedures
- Assessment coordinator and technology coordinator access to *adamexam.com*



Steps:

1. Remove the ADAM app from devices.
2. Download the secure browser from [Pearson's TestNav download page](#).

Maine Science Assessment: *Whom do I contact?*

Kite Service Desk

Kite-support@ku.edu

(855) 277-9752

- Accessing reports from 2023-2025
- DACs creating user accounts for others within their SAU

Maine DOE Assessment Team

Krista.Averill@maine.gov

(207) 215-6528

- Questions related to assessment content, accessibility, scoring, and reporting
- Policy-related questions
- Help with the creation of DAC accounts in Kite

Maine Science Support Desk

<https://mescience.zendesk.com/hc/en-us>

Click “Request Help”

- Download and installation of the TestNav secure browser

Manuals, guides, and training modules will be available on the Maine Science Support Page in early March.

Assessment & English Language Proficiency Data Dashboards

- Now live in QuickSight
- District level users can run assessment data reports – years, subgroups, and more
- ELP assessment and annual target growth data reports

Reminder – Data Dashboards

Two important links:

Superintendents can request access for DACs using this link:

[Data Systems ACCESS - Quicksight](#)

Questions about navigating the dashboards and running reports? Data Warehouse Coordinator Brett Molin holds drop-in office hours every Wednesdays @ 12 p.m. ET. Join the conversation here: [QuickSight Office Hours](#)

**Assessment Team
Lunch 'n' Learn Office Hours**

Q&A



Stay Connected!

Find Us Online!



www.maine.gov/doe



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