



**WYOMING**  
DEPARTMENT OF EDUCATION

*Creating Opportunities  
for Students to Keep  
Wyoming Strong*

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## MEMORANDUM NO. 2016-037

**TO:** District Superintendents  
Assessment Coordinators  
Technology Directors

**FROM:** Brent Young, Chief Academic Officer

**DATE:** March 7, 2016

**SUBJECT:** ACT Aspire Readiness

## WYOMING ACT ASPIRE SPRING READINESS

At the end of the 2014-15 school year, ACT retired the EXPLORE and PLAN assessments, which were required of all Wyoming students in grades 9 and 10 under the Wyoming Accountability in Education Act. In order to minimize changes in the high school accountability model, statute was adopted in the 2015 Wyoming General Session to replace the retired assessments with ACT Aspire. All students enrolled in grades 9 and 10 are required to take Aspire, either with or without accommodations. Students with the most significant cognitive disabilities will take the Wy-ALT instead.

In Wyoming, the three-week window for Aspire runs from April 11 – May 3. In order to prepare for this new, online assessment, the WDE is providing the following resources and tools:

- Regional, face-to-face training sessions on both technology set-up and test administration
- Regular informational items in the weekly Assessment Newsletter
- Online tutorials, manuals, and other information
- Aspire Technology Readiness Survey
- Aspire Infrastructure Trials
- Aspire refresher webinars in Technology Set-Up and Test Administration, held live in February (and scheduled for March 23rd) and then archived

Since Aspire is online, the WDE has been initially focused on technology readiness. We are pleased to report that all districts successfully completed the Technology Readiness Survey. The next step for districts is to complete the Infrastructure Trial. District staff will be able to

test the local infrastructure, work with simulated student data, set-up practice test sessions, and print authorization tickets. Specifically, the Trial will include the ability to:

- Verify that student workstations can successfully run TestNav 8 (the test delivery platform), connect to the ProctorCache server, and retrieve test content
- Simulate the network load between the student workstations and the ProctorCache machine and connections to the Pearson servers
- Verify that readiness and ProctorCache setups are successful and sufficient to handle the number of students who will be testing on a standard testing day
- Assess staff and student readiness
- Assess and develop a communication plan and workflows for the live operational test.

ACT Aspire has developed a Guide for the Trials, which can be found at: [goo.gl/yVdkYW](http://goo.gl/yVdkYW)

In order to ensure a smooth test administration in April, WDE strongly encourages districts to participate in the Trials and to use all of the available resources to understand how to set up test sessions and administer the test.

In addition to conducting the Infrastructure Trials, schools should also be reviewing student data, identifying student accommodations, completing the Personal Needs Profile (commonly referred to as PNP), and setting up testing sessions in advance of the April 11 testing window. Please visit the Test Management System for tutorials and other information about the administration steps.

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*If you have specific questions about Aspire, please contact the Aspire help line at 888-802-7502, or Jessica Steinbrenner, WDE Assessment Supervisor, at 307-777-8568 or [jessica.steinbrenner@wyo.gov](mailto:jessica.steinbrenner@wyo.gov).*