

Dear Parent/Guardian,

The purpose of this letter is to inform you that your student will take the computer-based Grade 9 or 10 ELA Writing/ELA Reading and/or Algebra 1/Biology 1/Geometry/U.S. History End-of-Course (EOC) assessment(s) if they are currently enrolled in the course. *Specific dates, times, and room locations will be communicated through your student's teacher and updated on the CHS testing website.*

Your student has had an opportunity to participate in a practice test to become familiar with the computer-based testing platform, item types, and response formats he or she will see on the assessment(s). If you or your student would like to review the computer-based practice test at home, the practice tests and answer keys are made available at <https://fsassessments.org/families.html> under the **Associated Resources**.

Please review the following policies with your student before testing:

Electronic Devices—Students are not permitted to have any electronic devices, including, but not limited to, cell phones, smartphones, and smartwatches, at any time during testing or during breaks (e.g., restroom), even if the devices are turned off or students do not use them. If your student is found with an electronic device, his or her test will be invalidated.

- **Calculator Policy**— For Algebra 1 and Geometry EOC assessments, approved calculators may be used during Session 2 only. If students have handheld calculators during Session 1, their tests will be invalidated. For Biology 1 EOC, a handheld four-function calculator may be used only if the school provides all students with a handheld four-function calculator.
- **Testing Rules Acknowledgment**—All tests include a Testing Rules Acknowledgment that reads: “I understand the testing rules that were just read to me. If I do not follow these rules, my test score may be invalidated.” Prior to testing, test administrators read the rules to students, and students acknowledge that they understand the testing rules by clicking a checkbox beside the statement in the secure browser.
- **Discussing Test Content after Testing**—The last portion of the testing rules read to students before they affirm the Testing Rules Acknowledgment states that because the content of all statewide assessments is secure, students may not discuss or reveal details about the test content (including test items, passages, and prompts) after the test. This includes any type of electronic communication, such as texting, emailing, or posting to social media sites. Please make sure your student understands this policy prior to testing and remind them that “discussing” test content includes any kind of electronic communication, such as texting, emailing, posting to social media, or sharing online. While students may not share information about secure test content after testing, this policy is not intended to prevent students from discussing their testing experiences with their parents/families.
- **Working Independently**—Students are responsible for doing their own work during the test and for protecting their answers from being seen by others. If students are caught cheating during testing, their tests will be invalidated. In addition, FDOE employs Caveon Test Security to analyze student test results to detect unusually similar answer patterns. Students’ tests within a school that are found to have extremely similar answer patterns will be invalidated.
- **Leaving Campus**—If your student leaves campus before completing a test session (e.g., for lunch, an appointment), he or she will not be allowed to return to that test session later. If your student does not feel well on the day of testing, it may be best for him or her to wait and be tested on a make-up day. Please remember not to schedule appointments on testing days. If your student becomes ill during the exam, they will be permitted to complete their exam on a make up day at a later time.
- **Testing Accommodations**—If your student has an Individual Education Plan (IEP), a Section 504 Plan, or is an English Language Learner (ELL) or a recently exited ELL, they will be notified by their case manager of their testing location, date, and time.

Please contact Jessica Sundstrom at Jessica.Sundstrom@stjohns.k12.fl.us with any CHS testing questions. For more information about the Florida Statewide Assessments program, visit www.FSAssessments.org

Thank you for supporting your student and encouraging them to do their best during Spring 2022 assessments.

Sincerely,

Steve McCormick