

FRIENDLY REMINDER: FLORIDA STANDARDS ALTERNATE ASSESSMENTS (FSAA)

PACKING INSTRUCTIONS

Spring 2018 Florida Standards Alternate Assessment—Performance Task Procedural Manual, pages 20-25.

"NOT TO BE SCORED" and "DAC-AR" are to be delivered to TDC at the same time.

NOT TO BE SCORED (NTBS) MATERIALS

GREEN LABEL - Include the following:

- Test Booklets
- 8.5" x 14" Response Booklets
- Cutout Cards Packets
- Cutout Strips Packets
- Writing Prompt 2 Student Template, Student Outline, and Vocabulary materials (as applicable)
- Completed, original Test Materials Count Form (to be placed inside, at the top, of the first box of materials).

MATERIAL TYPE	FSAA	RETURN
NOT To Be Scored	GREEN LABEL	May 8-10, 2018 by 2:00 pm*

* Wednesdays by 1:00 pm

DISTRICT ASSESSMENT COORDINATOR - Administrative Records

<http://oada.dadeschools.net/TDC/TDC.asp>

DAC-AR ENVELOPE - Print label from TDC web page and tape to the envelope. See link above.

Return Date: May 8-10, 2018

- Include:
- ORIGINAL Booklet Security Checklist(s)
 - ORIGINAL School Procedural Checklist
 - ORIGINAL Test Materials Chain of Custody Form(s)
 - ORIGINAL Test Administration and Security Agreements
 - ORIGINAL Test Administrator Prohibited Activities Agreements
 - Copy of Test Materials Count Form
- If applicable:*
- Writing Prompt 2 student templates
 - Student outlines and vocabulary materials

Retain copies of all DAC-AR forms for your records for one full year.