

## **Fall/Winter 2020 FSA & EOC Retake Administration**

### **FAQs**

**Q:** How can we access the Fall/Winter 2020 Test Administration Manual?

**A:** The Fall/Winter 2020 Test Administration will only be available digitally and can be accessed on the FSA Portal [here](#). (Link: [https://fsassessments.org/core/fileparse.php/3031/urlt/Fall-Winter-2020\\_TAM\\_Final\\_090320.pdf](https://fsassessments.org/core/fileparse.php/3031/urlt/Fall-Winter-2020_TAM_Final_090320.pdf))

**Q:** Who is eligible to participate in the Fall/Winter retake administration?

**A:** For FSA Grade 10 ELA – students who were enrolled in Grade 10 in Spring 2020 and students who are still pending a passing score on the FSA ELA Grade 10 ELA. If the student has earned a concordant/comparative score to meet the ELA graduation requirement, they do not need to participate.

For FSA Algebra 1 EOC – students who were enrolled in an Algebra I course in Spring 2020 and students who are still pending a passing score on the FSA Algebra I EOC. If the student has earned a concordant/comparative score to meet the math graduation requirement, they do not need to participate.

For all other EOCs – students who were enrolled in Civics, Biology 1, Geometry, US History in Spring 2020 must **NOT** take the EOC assessments because their inclusion in the calculation of the final course grades was waived for Spring 2020 and none of these EOCs are required to earn a standard diploma. However, retake administrations should be made available to those students who would like to take it to earn Scholar Designation on their diploma. Also, the Geometry EOC can now serve as a comparative score for the Algebra I EOC; students who are still pending the math graduation test requirement and were enrolled in Geometry in Spring 2020 may retake Algebra 1 and/or Geometry as a retake administration.

Graduation Requirements for Florida Statewide Assessments can be found [here](#). (Link: <http://www.fldoe.org/core/fileparse.php/7764/urlt/GradRequireFSA.pdf>)

**Q:** Are eligible students required to participate in the Fall/Winter retake administration?

**A:** Being a retake administration, students that are eligible to test are not required to test. However, we highly recommend that students are provided with and take advantage of all testing opportunities.

**Q:** Are students who were enrolled in an Algebra I course in Spring 2020 and are now enrolled in a Geometry course required to take the Fall/Winter retake for Algebra I or can they wait to test for Geometry in the Spring since it can now be used as a comparative score?

**A:** A student who is currently enrolled in Geometry can choose to wait until Spring 2021 to take the Geometry test. If a comparative score is earned with that assessment, they have met the math graduation requirement. However, students should always be encouraged to take advantage of the Algebra 1 retake opportunity, given the school has the capacity to test all eligible students.

**Q:** If a student retakes an EOC in the Fall or Winter, can their grade be adjusted from the 2019 – 2020 school year for that course if they pass the EOC in order to improve their final grade?

**A:** Because all statewide assessments were cancelled in Spring 2020, final grades were issued based on the completion of the course and how the student performed during the four quarters. Final grades for the 2019 – 2020 school year have already been calculated and will not be recalculated based on a retake administration of the exam. However, a school may choose to update the final grade if the student's performance on the EOC will significantly improve the grade.

**Q:** Can a School Assessment Coordinator (SAC) be used as a test administrator during the Fall/Winter retake administrations?

**A:** Any state-certified employee who has been adequately trained can serve as a test administrator. Due to the various logistics that go into the administration of a planned testing session, SACs are more likely to be busy with the proper managing of the administration and will therefore not be an ideal candidate to serve as a test administrator. This is especially the case when there are several test sessions going on at one time. However, a SAC does tend to administer make-up tests when most of the testing is done.

**Q:** Is there a report available to identify all students who were registered in an EOC-eligible course in Spring 2020 in order to schedule them for a Fall/Winter retake administration?

**A:** A report will be available on the portal under the "Reports" button that will identify these students. More information is forthcoming.

**Q:** Will we be required to test students who are still distance learning?

**A:** Students who are still distance learning should be included and scheduled, as feasible. This is especially the case for Seniors who are pending their math and/or ELA graduation requirement.

**Q:** Can students use their own laptops that they bring in from home for testing?

**A:** Students may use school-issued devices for testing; however, they will need to have the latest secure browser installed.

**Q:** How can we ensure the students who are using devices they will take home after testing have not copied or taken a screenshot of any portion of the test and saved it onto the device?

**A:** Cambium Assessment, Inc. (CAI) has made an active effort to prevent any screen during administrations using the secure browser. This means that the functionality of taking a photo of the screen, or a screenshot, will be disabled when the secure browser is launched. However, because a device is being used for testing that will ultimately go back home with the student, test administrators should be aware and extra vigilant in proctoring if devices are used at home by students.

**Q:** What if my school has dismantled computer labs and/or there are very few devices available in the building for testing?

**A:** We understand schools may have fewer devices available for testing. In this instance, we can suggest that top priority be given to those seniors who are still pending a graduation requirement. Please use the certification tool to work through the number of students who can be tested, and send the completed form to our office.

**Q:** Can we test students on a Saturday or Teacher Planning Day?

**A:** Testing on a Saturday or Teacher Planning Day may be considered. Please draft a plan as to how you would implement testing, taking into consideration the number of students to be tested, staff needed, transportation, sanitization, security, breakfast/lunch, as well as availability of budget to pay employees for working on a Saturday. Also, please include the date(s) that are being considered. Once completed, please send to [mbruguera@dadeschools.net](mailto:mbruguera@dadeschools.net) and [jfernandez9@dadeschools.net](mailto:jfernandez9@dadeschools.net) and it will be routed for approval.

**Q:** How can we handle test materials such as word-to-word dictionaries for English Language Learners (ELLs) that cannot be sanitized after testing?

**A:** Our recommendation is that students who are testing with handheld accommodations that cannot be sanitized after testing be on a rotated schedule so that the handheld accommodations are not being handled by different students back to back. For example, a group of students that would use said accommodation be scheduled to test on Monday and Tuesday and then a different group of students that would use the same accommodation be scheduled to test on Thursday and Friday.

**Q:** Will we have to distribute and collect test tickets?

**A:** Test tickets are secure test materials and are still required to be distributed at the beginning of the test session (when the script dictates) and collected at the end of the test session (when the script dictates). We can make the following recommendations to avoid exposure: wear gloves while distributing and collecting test materials, ask students to leave the test ticket in the right hand corner of the desk instead of handing it to you, and/or walk around with a box or open manila folder for students to place the test ticket directly there instead of handing to you.

**Q:** Who is responsible for the sanitization of all devices used for testing?

**A:** Please discuss with your administration as that is a school site decision.

**Q:** How can we schedule an Infrastructure Trial if all computer labs have been dismantled and/or all devices used for testing have been checked out to students?

**A:** We understand that this a difficult time for testing, however, an Infrastructure Trial is required to ensure all devices to be used for testing can run on the secure browser at the same time as planned for testing. What is especially imperative with this Infrastructure Trial is to ensure there is adequate bandwidth within your school since many face-to-face students may be using Zoom, Microsoft Teams, or other online streaming programs during instruction. That being said, please complete the Infrastructure Trial as close to testing as the previous day of the first scheduled test session.

**Q:** What are the stipulations for students completing two test sessions in one day?

**A:** Although FDOE has allowed for two sessions to be completed in one day in order to avoid exposure, there are some important guidelines to consider

1. The only students who should be provided with the option to complete two test sessions in one day are those students who are supposed to test with regular timing. Students who have extended time as an accommodation for testing should not be scheduled to complete two test sessions in one day as it is their right to take up to an entire school day for one testing session.
2. A student who will test two sessions in one day must still be given the minimum amount of time per session. For example, one reading session is 90 minutes, therefore a student completing two sessions in one day must be given a minimum of 90 minutes to complete Session 1 before moving on to Session 2.
3. Although a student agrees to complete two test sessions in one day, they should not be rushed to finish Session 1 in order to move on to Session 2. Students participating in the FSA Fall/Winter Retake administration are provided with up to half a school day to complete one session. Therefore, if the student states they would like to complete two sessions in one day and during the test decides that they would like to continue working in Session 1, they should be permitted to do so.
4. Students who are moving on to Session 2 may remain in the same testing room as students who are still working in Session 1, however, the TA must be extremely vigilant that those who remain in Session 1 are not looking at other computer screens or devices that have moved forward to Session 2.
5. When the script is read to move on to Session 2, the TA should try their best to not disturb those students who remain in Session 1. A suggestion could be to provide a short break to those still working in Session 1 while the script is read or sitting the students who would like to complete two sessions in one day in a certain area of the testing room.
6. Lunch should be provided to those students completing two test sessions in one day. However, if the students are leaving the testing room to go eat lunch in another room, they must continue to be supervised to ensure that they are not discussing test content.

**Q:** Do students still need to sit for the FSA Grade 10 ELA and Algebra I EOC at least one time or can they automatically apply a comparative/concordant score?

**A:** Only students who were enrolled in Grade 10 and/or an Algebra I course during Spring 2020 can automatically apply a comparative/concordant score without sitting for the FSA in order to meet the graduation requirement. Students who are enrolled in Grade 10 and/or an Algebra I course during the 2020 – 2021 school year and beyond must sit for the assessment(s) at least once.

**Q:** What date should be used for recently exited ELLs who will still receive accommodations on all state-mandated tests?

**A:** Those recently exited ELLs who have an exit date of 10/12/2018 and after can test with approved accommodations for the Fall/Winter Retake.

**Q:** Is there any possibility, for the fall and/or winter Retake administrations, to request paper-based test materials to carry out testing?

**A:** A formal request was submitted to the Florida Department of Education (FDOE) requesting paper-based materials for the Fall Retake administration. After careful consideration, FDOE was not able to grant the request.

REVISED 10/21/2020