



Oil City Area School District

Oil City Area Middle School

8 Lynch Boulevard, Oil City, PA 16301 Phone 814-676-5702 Fax 814-676-2306

March 29, 2016

Dear Parents and Guardians,

Starting in April, students at OCMS will begin taking the Pennsylvania System of State Assessments. These assessments are used by the state's Department of Education to meet requirements for the federal No Child Left Behind law. The results of these tests also serve as a valuable tool for planning future school programs and staff development training for district employees, for revising curriculum, and for informing the public about student achievement. In addition, student scores are used to help ensure that students are scheduled into the correct classes next school year.

Below is the 2015-2016 examination schedule:

- 5th through 8th Grade English Language Arts (ELA): April 12, 13, and 14
- 5th through 8th Grade Math: April 19, 20, and 21
- 8th Grade Science: April 26 and 27
- Make Up Test Dates: May 2 - May 5

In order to help students be as successful as possible, there are some reminders that we hope you will stress at home:


1. Please avoid scheduling appointments on these dates. Student attendance is very important.
2. Have students get a good night's sleep before any testing day.
3. Make sure students eat a good breakfast before taking the tests.
4. Remind students that **no electronics** (cell phones, iPods, computers, etc.) are permitted in the room when they are testing per Pennsylvania Department of Education rules. If students bring an electronic device to school that day, it should either be left in their locker or turned over to the teacher until the testing session is complete.

Attendance during this time is of the utmost importance, and we would like to celebrate your child's success by awarding prizes for attendance and behavior. There will be daily drawings and weekly school rewards. Friday, April 15 and Friday, April 22 are Hat Days and on April 21 and 22 an end of testing celebration will be held. Our school will need to have an average of 95% attendance in order for students to enjoy Fridays incentives.

On the back of this letter is the Code of Conduct for students during the assessments. We have also included some additional information for parents and guardians about the exams.

Thank you for supporting and encouraging your students to do their best on these assessments.

Sincerely,


Craig Kasunic
Co-Principal



Joy Zuck
Co-Principal/Coordinator of Special Education

CODE OF CONDUCT FOR TEST TAKERS

DO...

- Listen to, read, and follow all directions given.
- Ask questions if you do not understand the directions.
- Read each question carefully, especially multiple-choice items that ask for the “best answer.” Also, be sure to read any open-ended items and writing prompts carefully before responding.
- Be careful when marking your answers so that you do not skip spaces or fill in the wrong sections.
- Make sure to completely fill in the bubble for the answer you select and erase completely any answers you change.
- Keep your eyes on your own test.
- Try to answer each test item.
- Check that you have completed all the test items in the test section before closing your test booklet or submitting your final responses online.
- Report any suspected cheating to your teacher or principal.

DO NOT...

- Bring notes with you to the test.
- Bring any electronic devices (e.g., cell phones, smart phones, etc.) other than an approved calculator, if applicable, to the test.
- Share a calculator with others.
- Use the bubbles in the answer booklet to either eliminate possible incorrect answers or possible correct answers. Mark only the bubble for the one correct answer you have chosen.
- Talk with others about questions on the test during or after the test.
- Take notes about the test to share with others.
- Leave an online test session until the session is complete or until instructed to do so.

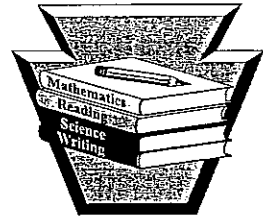
Information for Parents or Guardians

Pennsylvania System of School Assessment (PSSA)

English Language Arts Assessment, April 11–15, 2016

Mathematics Assessment, April 18–22, 2016

Science Assessment, April 25–29, 2016



GENERAL INFORMATION ABOUT THE PSSA

Which schools participate?

All school districts and charter schools participate in the assessments. Nonpublic schools may also participate on a voluntary basis.

Which students take the assessments?

Except for a very few students who meet specific criteria for participation in an alternate assessment, all students are included in the assessments as outlined below:

ELA & Mathematics – Grades 3, 4, 5, 6, 7, and 8

Science – Grades 4 and 8

Who decided what the assessment should measure?

Groups of educators from all levels of education in Pennsylvania chose the areas of knowledge and skills upon which the assessment is based. The groups included teachers, supervisors, curriculum directors, and college specialists. They also reviewed, edited, and approved the test items.

Who administers the assessment?

Each school chooses the person(s) who will administer the assessment. In most cases, these are teachers in the students' building.

How are the results reported?

Two copies of the individual student report for all assessments will be sent to all schools and districts that participate for distribution to parents, teachers, school counselors, and/or principals. The state will not receive any report with individual names included.

School-level reports will be used for curricular and planning purposes. School districts and charter schools may publish the results of PSSA testing for each school. The state will also release school-by-school assessment data.

May parents see the assessments?

Yes, under one circumstance. School entities are required to have policies to assure that parents or guardians have the right to review a state assessment in the school entity during convenient hours for parents or guardians at least two weeks prior to their administration to determine whether a state assessment

conflicts with their religious belief. This is the only reason allowable under regulation.

Confidentiality agreements must be signed, and no copies of the assessments or notes about assessment items will be permitted to leave the school. If after reviewing the test, parents or guardians find the test to be in conflict with their religious belief and wish their student (s) to be excused from the test, the right of the parents or guardians will not be denied upon written request to the applicable school district Superintendent, charter school Chief Executive Officer, or AVTS Director. Parents or guardians should contact their child's school to make arrangements to review the test.

INFORMATION ABOUT THE ENGLISH LANGUAGE ARTS ASSESSMENTS (grades 3–8)

How long does the assessment take?

The entire English Language Arts assessment takes approximately three to four hours to complete. Your school district will inform you about the assessment schedule.

What does the assessment include?

Each student completes four sections of questions for the English Language Arts assessment. Some portions will be the same for all students, and some will consist of different groups of questions.

What types of questions are on the assessment?

Students respond to three types of questions: multiple-choice, evidence-based selected response, and constructed-response. In a multiple-choice question, the correct answer is chosen from four options. Evidence-based selected response questions have two parts, and students select one or more answers for each part. Constructed-response questions require students to compose their responses. These include a writing prompt, short-answer questions (grade 3 only), and text-dependent analysis questions (grades 4–8 only). The writing prompt requires students to compose a response using one of three modes (narrative, informative/explanatory, or opinion in grades 3–5 and narrative, informative/explanatory, or argumentative in grades 6–8). Short-answer questions require students to compose a brief response to support their answer. For the text-dependent analysis question, students analyze a text and use evidence from the reading passage to compose an essay.

How are written responses to constructed-response items scored?

The written responses for English Language Arts are scored by evaluators trained in applying an ELA-specific scoring guideline. For short-answer questions, scores are based on content only. Spelling and punctuation are not included as part of the scoring process. For writing prompts, scores are determined using a holistic scoring guideline that includes composition skills as well as conventions. Responses to text-dependent analysis questions are scored based on both content and writing skills.

What is assessed in English Language Arts?

The English Language Arts assessment addresses six major reporting categories as well as two text types. Students respond to standalone multiple-choice items assessing language and a writing prompt. Additionally, students read a number of passages from literature and informational genres and respond to questions about these passages that indicate both comprehension and reading skills and the students' analysis and interpretation of different types of texts.

INFORMATION ABOUT THE MATHEMATICS ASSESSMENT (grades 3–8)

How long does the assessment take?

The entire mathematics assessment takes approximately three to four hours to complete. Your school district will inform you about the assessment schedule.

What do the assessments include?

Each student completes three sections of questions for the mathematics assessment. Some portions will be the same for all students, and some will consist of different groups of questions.

What types of questions are on the assessments?

Students respond to two types of questions: multiple-choice and open-ended. In a multiple-choice question, the correct answer is chosen from the four presented options, while open-ended questions require students to compose their responses. Open-ended questions generally require students to provide detail in support of their answers (such as showing or describing the steps performed to complete a calculation).

How are written responses to open-ended items scored?

The written responses for mathematics open-ended items are scored by evaluators trained in applying a mathematics-specific scoring guideline. In mathematics, scores are based on content only. Spelling and punctuation are not included as part of the scoring process.

What is assessed in Mathematics?

The mathematics assessment addresses five major reporting categories across four clusters. The reporting categories assessed and the proportion of items in each reporting category vary by grade level. As a part of the assessment of Cluster A, Numbers and Operations, students in grades 4–8 respond to a section of items in which a calculator is not permitted. Constructed-response items may require the students to show all of their work (calculations, graphs, drawings, etc.) and/or to explain in writing how they solved the problems.

INFORMATION ABOUT THE SCIENCE ASSESSMENT (grades 4 and 8)

How long does the assessment take?

The entire science assessment takes approximately two to four hours to complete. Your school district will inform you about the assessment schedule.

What does the assessment include?

Students in grades 4 and 8 complete two sections of questions for the science assessment. Some portions will be the same for all students, and some will consist of different groups of questions.

What types of questions are on the assessment?

Students respond to two types of questions: multiple-choice and open-ended. In a multiple-choice question, the correct answer is chosen from the four presented options, while open-ended questions require students to compose their responses. At grade 8, the science assessment also includes science scenarios.

What is a science scenario?

A science scenario contains text, graphics, charts, and/or tables, and uses these elements to describe the results of a class project, an experiment, or other similar research. Students use the information found in a science scenario to answer multiple-choice questions.

How are the written responses to open-ended items scored?

The written responses for science open-ended items are scored by evaluators trained in applying a science-specific guideline. In science, scores are based on content only. Spelling and punctuation are not included as part of the scoring process.

What is assessed in science?

The science assessment addresses the four major reporting categories: The Nature of Science, Biological Sciences, Physical Sciences, and Earth and Space Sciences. The proportion of items in each reporting category varies by grade level.



Dear Parent/Guardian:

In an era of cell phones, smartphones and other electronic devices which can easily photograph and instantly share photographs, confidential and secure test materials can be easily compromised. Not only is it expensive to replace a compromised test item, the material contained in the PSSA and Keystone Exams is copyrighted property of the Commonwealth of Pennsylvania. Copying or duplicating the material from the assessment, including the taking of a photograph, is a violation of the federal Copyright Act. Penalties for violations of the Copyright Act may include the cost of replacing the compromised test item(s) or fines of no less than \$750 up to \$30,000 for a single violation. 17 U.S.C. § 101 *et seq.*

In order to ensure reliable test results and to avoid the cost of replacing test items, the Department of Education requires schools to set rules and take certain steps to protect test materials. One step or rule required in all schools is that electronic devices are not permitted at test sites. Electronic devices include cell phones, smartphones, E-readers, Nooks, Kindles, iPods, tablets, camera-ready devices, and any other electronic device which can be used to photograph or duplicate test materials, access the internet and/or communicate with others during the administration of the PSSA or Keystone Exams. Please speak with your child and let him or her know that the possession and/or use of a cell phone or other electronic device during the administration of the PSSA or Keystone Exams will result in certain consequences.

If a student is discovered using and/or having a cell phone or other electronic device in his or her possession during the administration of the PSSA or Keystone Exams, you will be contacted by the school. Students that ignore this directive will be subject to the school's discipline policy and the Department of Education's requirement that the student's test will not be scored and the student will be required to retake the entire exam. In addition, the electronic device will be held by school staff and the device's stored photographs will be searched. School staff will also ask for permission to search other functions of the electronic device. If a photograph of the PSSA or Keystone Exam is discovered or if permission to search other functions of the electronic device is refused, the device will be held by the school staff and, because the Pennsylvania Department of Education holds the copyright to all material contained within the PSSA and Keystone Exams, the Pennsylvania Department of Education will be contacted.

If, after testing is complete and test materials have been returned, it is discovered that a student used and/or had a cell phone or other electronic device in his or her possession during the administration of the test, the school's discipline policy will be followed and the student's scores will be invalidated.

Bureau of Curriculum, Assessment and Instruction

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