

Paul Laurence Dunbar Elementary School1750 N. 12th Street

Philadelphia, Pennsylvania 19122

Telephone: (215) 400-7410**Fax:** (215) 400-7411

Dear Parent/Guardian:

Your student will be participating in the Pennsylvania System of School Assessment (PSSA), a state-mandated standardized assessment on May 3, through June 4, 2021. The details below and the documents included with this mailing provide important information and policies, so please take a few minutes to review them.

Included Documents

1. Frequently Asked Questions - Information for Parents or Guardians

- provides an overview of the basics of the PSSA
- explains a parent's right to "opt out" his/her student from testing in the "May parents see the assessments?" section

2. Keystone/PSSA Test Features and Accommodations

- defines test features and accommodations
- provides a link to the complete Accommodations Guidelines documents

3. Electronic Devices Parent Letter

- details the Pennsylvania Department of Education policy on and consequences for using cell phones and other electronic devices during testing

School Policy on Electronic Devices

As explained in the Electronic Devices Parent Letter, all unapproved electronic devices (e.g., cell phones, smartphones, smartwatches, cameras, etc.) and other communication devices will not be allowed during the test administration. For purposes of the Keystone/PSSA administrations, a student observed actively engaged with an unapproved electronic device is defined as using the device. A student not suspected of using the unapproved electronic device, but in possession of an unapproved electronic device on his/her person or placed where one could easily access it, is different from using an unapproved electronic device.

The following actions will be taken if a student is found in possession of an electronic device during testing:

- school personnel will determine if it was used to compromise the security or integrity of the test
- students that violate the ban on cell phones and other electronic devices, but did not compromise security/integrity, will be disciplined.
- The phone or communication device will be confiscated until such time that you come to the school. In your presence, the cell phone or other device will be viewed to ensure that it contains no information or material about the assessment.
- Students that violate the ban on cell phones and other electronic devices will be disciplined. If it is the first occurrence, the phone will be confiscated and must be picked up by a parent/guardian. Thereafter, it will be held until the end of the school year, depending on whether the test material was compromised.

The following actions will be taken if a student is found using a cell phone during testing:

- school personnel will determine if it was used to compromise the security or integrity of the test
- students that violate the ban on cell phones and other electronic devices, and did compromise security/integrity, will be disciplined
- a "Do Not Score" label will be applied to his/her answer booklet and the student will either have to retake the test from the beginning or not receive a score
- the phone or communication device will be confiscated until such time that you come to the school. In your presence, the cell phone or other device will be viewed to ensure that it contains no information or material about the assessment
- if items on an assessment are compromised, they will have to be replaced. Parents and students may be responsible for the cost of replacing the items

Please review the above policies carefully and discuss them with your student. As always, we expect your full cooperation in this important matter.

If you have questions on any of the included documents or cell phone policy, please contact me.

Thank you very much.

Sincerely,

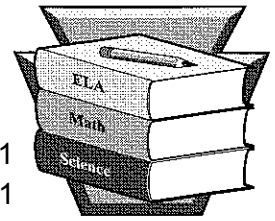


Dawn A. Y. Moore, Principal

Information for Parents or Guardians

Pennsylvania System of School Assessment (PSSA)

English Language Arts Assessment, May 3, - June 4, 2021
Mathematics and Science Assessment, May 3, - June 4, 2021



GENERAL INFORMATION ABOUT THE PSSA

Which schools participate?

All school districts and charter schools participate in the assessments. Nonpublic and private 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 assessments should measure?

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

Who administers the assessments?

Each school chooses the person(s) who will administer the assessments. 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 ensure that parents or guardians have the right to review a state assessment in the school entity during convenient hours for parents or guardians from the time testing materials are received to the end of the make-up schedule in order 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.

Report Testing Irregularities

Parents/guardians who believe that a testing irregularity may have occurred may email ra-ed-pssa-keystone@pa.gov or call 844-418-1651 to report the incident.

INFORMATION ABOUT THE ENGLISH LANGUAGE ARTS ASSESSMENT (grades 3 through 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 three 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 multiple-choice, evidence-based selected-response, and constructed-response questions. In a multiple-choice question, the correct answer(s) 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 may include a short-answer (grade 3) or text dependent analysis (grades 4 through 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. 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. 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 through 8)

How long does the assessment take?

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

What does the assessment include?

Each student completes two 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 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. 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 questions in each reporting category vary by grade level. As a part of the assessment of Cluster A, Numbers and Operations, students in grades 4 through 8 respond to a set of questions without a calculator. Constructed-response items may require the students to show all of their work (e.g., calculations, graphs, drawings) 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 one to two 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 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 scoring 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.



THE SCHOOL DISTRICT OF PHILADELPHIA
OFFICE OF ASSESSMENT : Suite 214
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Keystone/PSSA Test Features and Accommodations, 2020-2021

- There are certain options available to *all* the students during testing such as the use of extended time and read aloud of all the items in math, science, Algebra 1, and Biology, and certain types of items in the ELA assessment, etc.
- Options available to all students are called “test features”.
- The options available to Sp. Ed., EL, and 504 Plan students that are *needed* to allow them to participate in the assessment/s are called “accommodations”. Therefore, accommodations are practices that provide equitable access to test items for these students.
- Accommodations are divided into 4 categories: Presentation, Response, Setting, and Timing.
- All accommodations that are available for the Keystone Examinations are also available for the PSSA.
- **It is critical to note that although some accommodations may be appropriate for instructional use, they may not be appropriate for use on a standardized assessment.**
- Accommodations must match the students’ needs; students must be willing to use them; and students must be involved in their selection (See “Supplemental Resources” in the [Accommodations Guidelines for PSSA and Keystone Exams 2021*](#)).
- A best practice in choosing accommodations for testing is using the accommodations routinely with the student prior to testing and documenting successful use. It is not a good practice to provide an accommodation in an assessment situation that the student does not use on a regular basis.

Accommodations available to ELs ONLY

Three separate *voluntary* accommodations are allowed specifically for ELs:

- 1) Word-to-word translation dictionaries, without definitions, pictures, or internet connection ---- allowed in Algebra 1 and Biology Keystone Examinations and Mathematics and Science PSSAs ONLY (Available to ALL ELs irrespective of the number of years in the country)
- 2) Qualified interpreters/sight translators** ---- allowed in Algebra 1 and Biology Keystone Examinations, Mathematics and Science PSSAs, and Text Dependent Analysis (TDA) prompts of the ELA PSSA (Available ONLY for ELs in U. S. schools for less than 3 years)
- 3) Spanish/English test and answer booklets ---- allowed in Algebra 1 and Biology Keystone Examinations and Mathematics and Science PSSAs (Available ONLY for ELs in U. S. schools for less than 3 years)

NOTE: The aforementioned ELs-specific accommodations are NOT available for monitoring nor exited students.

***For more information on Test Features and Accommodations, use the following link and look in the Accommodations section:**

<https://www.education.pa.gov/K-12/Assessment%20and%20Accountability/PSSA/Pages/TestingInformation.aspx>

** For the roles of interpreters and sight translators, go to the above link, and then click on [2021 Accommodations Guidelines for ELs](#). Note that due to the COVID-19 pandemic, interpreters/sight translators may not be available for the 2020-2021 PSSA and Keystone Exams.

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 of secure assessment material, 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. Electronic devices such as but not limited to cell phones, smartphones, smartwatches, 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 are not permitted in any testing site. 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 consequences.

You will be contacted by the school if your child is discovered using and/or having a cell phone or other unapproved electronic device in his or her possession during the administration of the PSSA or Keystone Exams. Students who 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. The electronic device will be held by school staff, and the device's stored photographs and other functions will be examined with your permission. You may request to be present when the electronic device is examined. 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. 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 and further action may be taken.

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 unapproved 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 test will not be scored.