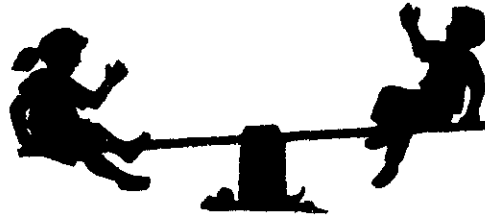


Cottdale Elementary School

2766 Levy Street  
Cottdale, Florida 32431  
Fax: 850.482.9825  
850.482.9820



Diane Long, Principal  
Diane.Long@jcsb.org

Dear Parent/Guardian,

The purpose of this letter is to inform you that your student will take the paper-based Florida Standards Assessments (FSA) ELA Reading & Mathematics tests on March 31, April 1, 6, & 7. If you or your student would like to gain familiarity with the item types and response formats your student will see on the FSA assessments, sample test questions and answer keys are available at <http://www.fsassessments.org/resources/?section=4-students-a-paper-based>.

The statewide assessment program is designed to provide parents, teachers, policy makers, and the general public with information regarding how well students are learning Florida's academic standards. According to section 1008.22(3), Florida Statutes, "Participation in the assessment program is mandatory for all school districts and all students attending public schools, including adult students seeking a standard high school diploma under s. 1003.4282 and students in Department of Juvenile Justice education programs, except as otherwise provided by law. If a student does not participate in the assessment program, the school district must notify the student's parent and provide the parent with information regarding the implications of such nonparticipation." If you wish to access this legislation, please go to [http://www.leg.state.fl.us/Statutes/index.cfm?App\\_mode=Display\\_Statute&Search\\_String=&URL=1000-1099/1008/Sections/1008.22.html](http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=1000-1099/1008/Sections/1008.22.html).

For information regarding test session length for all Spring 2015 FSA assessments, please visit the FSA Portal at [www.FSAssessments.org](http://www.FSAssessments.org), click on the **Students and Parents** tab, select **Student and Parent Resources**, select the **Spring 2015 FSA ELA and Mathematics** folder, and then select *Spring 2015 Testing Times*.

Please review the following policies with your student before testing:

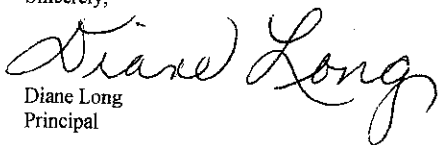
- **Electronic Devices**—Students are not permitted to have any electronic devices, including but not limited to cell phones and smartphones, at any time during testing OR during breaks (e.g., restroom), even if they are turned off or students do not use them. If your student is found with an electronic device, his or her test will be invalidated. The best practice is for students to leave devices at home or in their lockers on the day of testing.
- **Testing Rules Acknowledgment**—All FSA tests include a Testing Rules Acknowledgment printed on the Writing planning sheet or in the student's Reading or Mathematics test and answer book 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 signing below the statement on their planning sheet or in their test and answer book.
- **Discussing Test Content after Testing**—The last portion of the testing rules read to students before they sign below the Testing Rules Acknowledgment states, "After the test, you may not reveal details about the passages or items to anyone. This includes any type of electronic communication, such as texting, emailing, or posting online, for example, on websites like Facebook, Twitter, or Instagram." Please make sure your student understands that "discussing" test content includes any kind of electronic communication, such as texting, emailing, or posting to blogs or social media websites.
- **Test Invalidations**—Students are responsible for working on their own 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. FDOE employs a test security company, Caveon Test Security, to analyze student test results to detect unusually similar answer patterns. Student results within a school that are found to have extremely similar answer patterns will be invalidated.

**Leaving Campus**—If your student begins a test session and leaves campus before completing it (for lunch, an appointment, or illness, etc.), he or she WILL NOT be allowed to complete that test session. 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 you have any questions related to this test administration, you may contact Judy Bailey at 482-9820. For more information about the FSA assessment program, please visit the FSA Portal at [www.FSAssessments.org](http://www.FSAssessments.org).

Thank you for supporting your student and encouraging him or her to do his or her best during this test administration.

Sincerely,

  
Diane Long  
Principal