

Dear Parent/Guardian,

According to the Every Student Succeeds Act (ESSA) and Mississippi Public School Accountability Standards, your child is required to take a state assessment in ELA, Math and Science (grade 5 or 8) as a student enrolled in grade 3-8. According to Mississippi Department of Education (MDE), grade 3 students must take the ELA assessment as part of the Literacy-Based Promotion Act which is required for promotion to 4<sup>th</sup> grade. The MDE has stated all state assessments must occur at school

The following procedures will be in place when your child comes to the school to take the assessment:

- Your child is scheduled to test on **\_\_\_ March 30; April 1; April 8; and April 9, 2021 at 9:00 AM**
- You and/or your child will arrive for testing at the scheduled time on the scheduled day(s).
- All testing will occur away from on-site students and staff to the best of our ability.
- You will park **at the front of the building near the 2<sup>nd</sup> grade hall.**
- When you arrive, please stay in your car. Staff members will be outside to check your child in for testing. Your child will enter the **2<sup>nd</sup> grade hall** door. If you prefer for him/her to not use the school restroom, please make sure he/she uses the restroom before coming to the school.
- You can wait in your parked car while your child completes the test or ask for an estimated pick-up time.
- Your child may test with other students in the Virtual Instructional Program. However, all students and staff will follow social distancing guidelines.
- Facial coverings will be required by all staff and students involved in the assessment with your child.
- All devices will be cleaned before your child enters the testing room and after he/she leaves. Your child should not bring their own device.
- Your child cannot bring any electronic devices (including a cell phone) into the school building with them. It will be taken up before testing if an electronic device is brought into the room.
- Your child cannot bring any paper or educational materials into the school building with them. All educational materials that are needed will be provided by school staff.
- Your child can eat the free school lunch or you could send a snack/lunch and drink.
- A staff member in the room will give and collect test material from your child and possibly resolve any technical issues your child may have while doing their best to maintain social distance.
- As soon as your child completes their test and/or you are confirmed to be outside, your child will report directly to the car.

**Please complete the following information:**

*Student Name:* \_\_\_\_\_

*MSIS Number (same number as student lunch number):* \_\_\_\_\_

If you have further questions about the process or the assessment, please contact **Toni Glass, STC, 662-781-1280** or **toni.glass@dcsms.org**

We appreciate the partnership in educating your child.

*Erica Armstrong*