

ALL PRINCIPALS: The Florida Alternate Assessment Science Field Test

Category:

Audience: All Principals/APs

Due Date: n/a

Meeting Date: n/a

Attachment(s): [Parent Letters in three languages.pdf](#)
[FAA Training Update Roster.doc](#)

Important information regarding the Science Field Test for the Florida Alternate Assessment.

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- M-DCPS will participate in the Florida Alternate Assessment Field Test for Science from October 13, through October 22, 2008.
 - In accordance with information provided by the Florida Department of Education specifying the number of students selected to participate in the field test and their demographic data, the attached excel database identifies M-DCPS schools, teachers and students that have been selected for the Science Field Test.
 - Training to facilitate administration of the test will be offered to administrators and teachers. In particular, administrators are encouraged to attend the Florida Alternate Assessment Meeting for Administrators that will be held on Wednesday, October 8, 2008, (see Weekly Briefing #4741). Teachers selected to administer the Science Field Test that have not been trained must attend the Florida Alternate Assessment Workshop that will be held on Thursday, October 2, 2008. Participants should pre-register for the workshop through the online Professional Development Menu & Registration System at <http://calendar.dadeschools.net/>
 - Teachers that have been previously completed training and have been selected to administer the Science Field Test must follow the procedures listed below:
 1. Review the updated training manual that was transmitted directly to schools during the week of September 8, 2008.
 2. View the web-based training update available online at http://www.paec.org/video/newvideos/Alternate_Assessment_2008.wmv.
 3. Upon completion of these activities, sign the attached roster and secure an administrator's signature confirming that each teacher has reviewed the manual and the web-based training update and is thus prepared to administer the test.
 4. All rosters must be scanned and emailed to iasmith@dadeschools.net or faxed to 305-995-3094 by Wednesday, October 8, 2008.
 - Field test materials may be collected from the Test Distribution Center (TDC) located at 13135 S.W. 26th Street in Miami on Monday, October 13, or Tuesday, October 14, 2008, from 8:30 a.m. to 3:30 p.m. each day. Staff members from the Division of Special Education will be available to assist school personnel in securing appropriate testing materials and signing them out.
 - All materials must be returned to the Test Distribution Center (TDC) not later than Wednesday, October 22, 2008, between 8:30 a.m. and 3:30 p.m. Please separate scannable test forms from

all other testing materials and return these documents in a separate envelope. Please note, **ALL TESTING MATERIALS MUST BE RETURNED TO THE TDC**. Testing materials should not be kept under any circumstances as this is a secure test.

- We request your assistance in distributing the attached letters regarding the Florida Alternate Assessment Science Field Test to parents of all students that will participate in the field test.
 - The attached letters must be transmitted to parents in their corresponding native language, not later than Friday, October 3, 2008.
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Contact: Jill Brookner (305-995-7580)
Department: Division of Special Education