

Dear Parent/Guardian,

The purpose of this letter is to inform you that your student will take the computer-based Grade 6-8 Benchmarks for Excellent Student Thinking (B.E.S.T.) Writing assessment on April 1<sup>st</sup> – April 3<sup>rd</sup>. The B.E.S.T. Writing assessment is administered in one 90-minute session, and students may work up to half of a typical school day. Your school will provide information about how to access the test results.

If you or your student would like to review the materials, paper-based sample test materials and certain released tests are available at <https://flfast.org/families.html>.

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, smartphones, smart glasses, and smartwatches, at any time during testing or during breaks (e.g., restroom), even if the devices are turned off or students do not use them. If your student is found with an electronic device or is found using Bluetooth/wireless headphones/earbuds during testing, his or her test will be invalidated.

§ Testing Rules Acknowledgment—All tests include a Testing Rules Acknowledgment printed in the student’s test document 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 in their test documents.

§ Discussing Test Content after Testing—The last portion of the testing rules read to students before they sign below the Testing Rules Acknowledgment states that because the content of all statewide assessments is secure, students may not discuss or reveal details about the test content (including passages, prompts, and responses) after the test. This includes any type of electronic communication, such as texting, emailing, or posting to social media sites. Please make sure your student understands this policy prior to testing and remind them that “discussing” test content includes any kind of electronic communication, such as texting, emailing, posting to social media, or sharing online. While students may not share information about secure test content after testing, this policy is not intended to prevent students from discussing their testing experiences with their parents/families.

§ Working Independently—Students are responsible for doing their own work 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.

§ Leaving Campus—If your student leaves campus before completing a test session (e.g., for lunch, an appointment), he or she will not be allowed to return to 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.

§ Testing Accommodations— Please contact the school to discuss any other testing accommodations that will be provided for your student.

§ Please note, in the event a testing irregularity occurs in your student's testing room, as part of a school investigation, your student may be asked questions to provide clarification of the incident.

If you have any questions related to this test administration, you may contact Azalea Middle School at 727-893-2606. For more information about the Florida Statewide Assessments program, please visit the portal at <https://flfast.org/fsa.html>.

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

Sincerely,

Jason Helbling

Principal