

## Toledo Diocesan Testing Program

### 2009-2010 Testing Timeline

#### July, 2009:

##### SCANTRON

(reference/help web page: <http://www.cyss.org/Scantron/ScantronPS.html> )

Student information was “rolled over” in July. That means that students already in the student data base were moved up to the next grade automatically.

We would suggest that prior to the beginning of school that location controllers:

- transfer students out of their data base to a receiving school if you know where a student has transferred or to the “Transfer” school if you do not know where a student is going.
- move students out of the “New Student” school if you enrolled them there for screening purposes last spring and move them to your school if they are now enrolled.
- request student ID numbers from Shari Beier for any new students and enroll them in the data base. **Do not assign numbers yourself.**
- Update/create the 09-10 “classes”
- Enter students into the appropriate class
- “How to’s” for the above can be found on schools’ Scantron site:
  - click into the “help” tab
  - look under the “content” list for “create classes”
  - –or- use the search feature to find the information
- If additional assistance is needed, call Shari Beier at CYSS; 419.244.67811 ext. 628; 800.926.8277

#### August, 2009:

##### ACRE

Order forms for the ACRE Religion test are in the forms envelope in your shopping bag. Order forms must be returned to Joan Prater in the Catechetical Department by Friday, August 21<sup>st</sup>. Please read all of the information carefully on the front of information page since there have been a few changes in the past couple of years.

##### SCANTRON FEE

Scantron testing for next school year will be \$11.60 per student. This includes Math, Reading, Science, and Language Arts. Order forms for testing will be sent to your school from CYSS in the next few weeks with directions on how to order for the 2009-2010 school year.

#### September, 2009:

Week of 9/08 A sample letter will be given to schools to use as parent communication about the Diocesan Testing Program (ACRE, Scantron)

Questions

8/3/2009

ACRE – Call Joan Prater, CYSS ext. 367

Scantron – Carolyn Jaksetic, CYSS, ext. 621

**October, 2009:**

- 9/28 – 10/30 Schools will administer the Scantron Performance Tests to students in grades 3, 5, and 7 via the Internet. (Schools wishing to test additional grades will be able to do so at this time. Further information on ordering will be coming in the next few weeks.)
- 10/5 -10/16 Schools will administer the ACRE Religion Tests (grades 5, 8, 12)  
Schools will return the ACRE answer sheets to ACRE via UPS or Fed Ex. DO NOT U.S. MAIL. Invoices will be sent to schools from CYSS. ACRE test results will be sent to the schools approximately two weeks after you submit completed tests if you request a hard copy report. Otherwise results will be sent electronically this year.
- 10/26 – 11/8 Grades 11, 12: OGT

**November, 2009:**

Teachers and Administrators needing support on how to read and interpret test data from the Scantron Tests can contact Carolyn Jaksetic at CYSS.

**March, April 2010:**

- 3/15 – 3/28 High Schools will administer the Ohio Graduation Test (all 5) to 10<sup>th</sup> graders and 11<sup>th</sup> and 12<sup>th</sup> graders who have not passed all 5 sections.
- 3/22 – 4/30 Schools wishing to administer a Spring Scantron Performance Tests to students in grades 2-8 via the Internet.
- 4/5 – 4/9 Writing Competency Prompts and instruction will be posted on CYSS website.
- Spring Diocesan Math Achievement tests for elementary students will be administered. Grade levels and dates TBD. More information will be given in October at the Diocesan Principals' Meeting at Sawmill Creek Resort.

**May, 2010**

- 5/3– 5/7 Writing Competency Test administered to Gr. 3, 5, 7
- 5/10 – 14 Writing Competency Make-up week
- 5/17 Writing Competency Tests due to CYSS

**June, 2010**

- 6/14 - 27 Summer OGT Test Administration

Writing Competency Tests will be scored over the summer. Dates TBA

Questions

8/3/2009

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