

HEMPFIELD HIGH SCHOOL
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December 8, 2016

Winter 2017 Keystone Exams

Hempfield High School

Algebra 1, Biology & Literature

January 9-23, 2017

Dear Parents/Guardians:

The Pennsylvania Department of Education has established windows during which the Keystone Exams will occur. These assessments are administered in all 500 public school districts in Pennsylvania, with the exception of a very few students who meet specific criteria for participation in an alternate assessment, all district students enrolled in Keystone-related courses are expected to participate in the state assessments as shown above.

All assessment items are written to align with Pennsylvania's Core Standards for the specific subject being assessed. The results of each assessment provide valuable data to the school district, which are used for program planning and improvement purposes. For more information about the different types of items on the Keystone Exams, please see the attached Information for Parents and Guardians document provided by the State.

Two copies of the individual student report for all assessments will be sent to the school district early in the spring for distribution to parents, teachers, guidance counselors, and/or principals. As soon as individual student results are received, a copy will be provided to parents.

Additional important information from the PA Department of Education (Calculator Policy, Cell Phone Smart Phone/Electronic Device Policy, Code of Conduct for Test Takers, Information for Parents and Guardians, Información para padres o tutores) is posted on the State Assessments page of the district website, www.hempfieldsd.org. If you have any additional questions about the purpose, content, or assessment process related to the Keystone Exams that will occur in January, please contact your child's grade level principal.

Please note, Friday, January 20 is an exam make-up day and also an early dismissal day. Students are expected to attend school regardless if they have a make-up exam. A schedule for Keystone exams and finals is enclosed. *The testing schedule/dates are subject to change if the Hempfield School District has any unforeseen school cancelations due to inclement weather. If this occurs, changes will be shared with students in school and posted on the high school webpage.*

Sincerely,

James A. Dague

Hempfield High School Principal



*You are invited to attend the following programs at
Hempfield High School*

Back-to-School Night – Semester 2

The Hempfield High School faculty and administration invite parents to attend our second semester “Back-to-School Night” program on Thursday, February 2. The Open House event starts at 7:00 pm; however, we ask that parents report to their child’s homeroom by 6:55 so that student schedules and other handouts may be distributed. **Please check with your child regarding the room number and location of his/her homeroom.** During the program, which will conclude at 8:30 pm, parents will have the opportunity to follow their child’s schedule and meet his/her teachers, become familiar with the course content and standards, and learn about classroom procedures and expectations. This program does not allow time for individual conferences with classroom teachers. Parking is always at a premium. In order to provide more convenient parking, parents may use the grass practice field across from the Buchanan entrance (weather permitting).

Course Selection Program for Parents

Parents of students currently enrolled in grades 9 – 11 are invited to attend Hempfield High School’s Course Selection Program on Tuesday, February 7, at 7:30 pm in the Performing Arts Center (PAC). We will run two separate programs again this year – one at 6:45 pm for the parents of 8th grade students attending both middle schools and one at 7:30 pm for the parents of current Hempfield High School students. Before and after the general meetings, department leaders will have curriculum displays in the PAC lobby and will be present to provide information and answer questions regarding course offerings.

CODE OF CONDUCT FOR TEST TAKERS

DO...

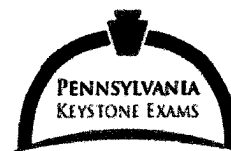
- Listen to, read, and follow all directions given.
- Ask questions if you do not understand the directions.
- Read each question carefully, especially multiple-choice items that ask for the “best answer.” Also, be sure to read any open-ended items and writing prompts carefully before responding.
- Be careful when marking your answers so that you do not skip spaces or fill in the wrong sections.
- Make sure to completely fill in the bubble for the answer you select and erase completely any answers you change.
- Keep your eyes on your own test.
- Try to answer each test item.
- Check that you have completed all the test items in the test section before closing your test booklet or submitting your final responses online.
- Report any suspected cheating to your teacher or principal.

DO NOT...

- Bring notes with you to the test.
- Bring any electronic devices (e.g., cell phones, smart phones, etc.) other than an approved calculator, if applicable, to the test.
- Share a calculator with others.
- Use the bubbles in the answer booklet to either eliminate possible incorrect answers or possible correct answers. Mark only the bubble for the one correct answer you have chosen.
- Talk with others about questions on the test during or after the test.
- Take notes about the test to share with others.
- Leave an online test session until the session is complete or until instructed to do so.

Information for Parents or Guardians

Pennsylvania Keystone Exams



What are the Keystone Exams?

The Keystone Exams are end-of-course assessments designed to evaluate proficiency in academic content. Beginning with the class of 2019, students must demonstrate proficiency on the Algebra I, Literature, and Biology Keystone Exams to graduate. Students will be offered multiple opportunities to take the keystones throughout their high school career.

Who will participate in the Keystone Exams?

In 2012–13, the Algebra I, Literature, and Biology Keystone Exams replaced the 11th-grade Pennsylvania System of School Assessments (PSSA) in math, reading, and science for purposes of student, educator, and school accountability. Students should take the Keystone Exams at or near the end of a Keystone-related course. The students' results are banked until their junior year for accountability purposes and until their senior year for graduation purposes. Some students who previously completed a Keystone-related course but did not take the Keystone Exam will also participate for accountability purposes. Additionally, students who take a Keystone Exam and do not score Proficient may re-take the exam.

When will the exams be offered?

The Keystone Exams will be administered three times each year—winter, spring, and summer. Specific administration dates will be published by the Pennsylvania Department of Education.

Who decided what Keystone Exams should measure?

Groups of educators from across Pennsylvania chose the areas of knowledge on which the Keystone Exams are based. The groups included teachers, supervisors, curriculum directors, and college specialists. These groups also reviewed, edited, and approved exam questions.

What is assessed on the Keystone Exams?

Pennsylvania adopted the Pennsylvania Core Standards, standards aligned with expectations for success in college and the workplace. The keystones are designed to measure these standards.

How long is a Keystone Exam administration?

There is no time limit for a student to complete a Keystone Exam. Each Keystone Exam should take the typical student 2 to 3 hours to complete. There are two modules on each test, and each module (or Test Session) of the Keystone Exam should take 1 to 1.5 hours to complete. Districts can administer the Keystone Exam modules across two days or divided across the morning and the afternoon of the same day.

What are the available formats for administering the Keystone Exams?

The Keystone Exams are available in both online and paper/pencil formats. Districts will determine if online, paper/pencil, or both formats will be used locally. Makeup exams will also be administered in either online or paper/pencil format.

Will students have an opportunity to experience online testing before taking a Keystone Exam online?

Tutorials and online training programs have been developed for the Keystone Exams. The PA Online Assessment Student Tutorial uses pictures, motion, and sound to present visual and verbal descriptions of the properties and features of the PA Online Assessment system. Students are allowed to repeat the Student Tutorial as often as desired and needed. The Online Tools Training (OTT) provides an introductory experience using the PA online assessment software allowing students to observe and try out features of the PA online assessment software prior to the actual assessment. Within the OTT, students also have the opportunity to practice typing responses in a narrative format, graphing functions, and entering equations using an equation builder tool. The online exam also has a "Help" feature that is available to the student during the exam.

What types of questions are on the Keystone Exams?

The Keystone Exams will include multiple-choice questions and constructed-response, or open-ended, questions. For each Keystone Exam, approximately 60 percent to 75 percent of the total score will be from multiple-choice questions and 25 percent to 40 percent of the total score will be from constructed-response questions.

How are the written responses to constructed-response questions scored?

The written responses for constructed-response questions are scored by evaluators trained in applying a pre-determined scoring system. Scores are based on content only. Spelling and punctuation are not included as part of the scoring process. Most constructed-response questions require students to show their work or explain their reasoning. These Keystone Exam questions will ask students to explain, analyze, describe, or compare. Some questions will also require students to perform calculations or create graphs, plots, or drawings.

How are the results reported?

Keystone Exam scores will be processed as quickly as possible and provided to the districts.

Two copies of the individual student report for all Keystone Exams will be sent to the school districts and charter schools. One copy should be sent home to parents/guardians; the other is kept by the school/district.

School-level reports will be used for curricular and planning purposes. School districts and charter schools may publish the results of Keystone Exams for each school. The state will also release school-by-school exam data.

May parents see the Keystone Exams?

Parents and guardians may review the Keystone Exams if they believe they may be in conflict with their religious beliefs by making arrangements with the School Test Coordinator once the exams arrive at the school. Confidentiality agreements must be signed, and no copies of the Keystone Exams or notes about exam questions will be permitted to leave the school.

If, after reviewing the Keystone Exams, parents or guardians do not want their child to participate in one or all of the exams due to a conflict with their religious beliefs, they may write a letter specifying their objection to the school district superintendent or charter school CAO prior to the beginning of the exam(s) to request their child be excused from the exam(s).

For additional information about the Keystone Exams, visit the PDE website at www.education.pa.gov or contact your school district.

SCHEDULE FOR WINTER KEYSTONE TESTING

Monday, 1/9/17 Normal Schedule

Homeroom	7:33 – 7:39	(6 min)
Period 1	7:44 – 9:04	(80 min)
Period 2	9:09 – 10:35	(86 min)
Period 3	10:40 – 12:00	(80 min)
	L/F 10:40 – 11:10/11:15 – 12:00	(30 min-45 min)
	F/L 10:40 – 11:25/11:30 – 12:00	(45 min-30 min)
Period 4	12:05 – 1:25	(80 min)
	L/F 12:05 – 12:35/12:40 – 1:25	(30 min-45 min)
	F/L 12:05 – 12:50/12:55 – 1:25	(45 min-30 min)
Period 5	1:30–2:50	(80 min)

Re-testers report to HR

LIT (LG1)/ALG (LG2) MOD 1 RETAKES

Tuesday, 1/10/17 Normal Schedule

Homeroom	7:33 – 7:49	(6 min)
Period 1	7:44 – 9:04	(80 min)
Period 2	9:09 – 10:35	(86 min)
Period 3	10:40 – 12:00	(80 min)
	L/F 10:40 – 11:10/11:15 – 12:00	(30 min-45 min)
	F/L 10:40 – 11:25/11:30 – 12:00	(45 min-30 min)
Period 4	12:05 – 1:25	(80 min)
	L/F 12:05 – 12:35/12:40 – 1:25	(30 min-45 min)
	F/L 12:05 – 12:50/12:55 – 1:25	(45 min-30 min)
Period 5	1:30 – 2:50	(80 min)

Re-testers report to HR

BIO MOD 1 RETAKES

Wednesday, 1/11/17 Normal Schedule

Homeroom	7:33 – 7:49	(6 min)
Period 1	7:44 – 9:04	(80 min)
Period 2	9:09 – 10:35	(86 min)
Period 3	10:40 – 12:00	(80 min)
	L/F 10:40 – 11:10/11:15 – 12:00	(30 min-45 min)
	F/L 10:40 – 11:25/11:30 – 12:00	(45 min-30 min)
Period 4	12:05 – 1:25	(80 min)
	L/F 12:05 – 12:35/12:40 – 1:25	(30 min-45 min)
	F/L 12:05 – 12:50/12:55 – 1:25	(45 min-30 min)
Period 5	1:30 – 2:50	(80 min)

Re-testers report to HR

MAKEUP DAY

BIO MOD 2 RETAKES

Thursday, 1/12/17 120-minute Keystone test periods

30-minute lunch/33 or 85-minute flex

Homeroom	7:33 – 7:40	(7 min)
Period 1	7:45 – 9:45 – Test	(120 min)
Period 2	9:50 – 10:35	(45 min with WHHS)
Period 3	10:40 – 12:40 – Test	(120 min) Snacks Allowed
	L/F 10:40 – 11:10/11:15 – 12:40	(30 min-85 min)
	F/L 10:40 – 12:05/12:10 – 12:40	(85 min-30 min)
Period 4	12:45 – 1:53	(68 min)
	L/F 12:45 – 1:15/1:20 – 1:53	(30 min-33 min)
	F/L 12:45 – 1:18/1:23 – 1:53	(33 min-30 min)
Period 5	1:58 – 2:50	(52 min)

***Keystone Pd. 1 and 3 Mod 1
Pd. 1 and 3 Retest Mod 2***

Friday, 1/13/17 120-minute Keystone test periods			30-minute lunch/33 or 85-minute flex
Homeroom	7:33 – 7:40	(7 min)	
Period 5	7:45 – 9:45 – Test	(120 min)	<i>Keystone Pd. 5 Mod 1</i>
Period 2	9:50 – 11:05	(75 min with WHHS)	<i>Pd. 5 Retest Mod 2</i>
Period 3	11:10 – 12:20	(70 min)	
	L/F 11:10 – 11:40 / 11:45 – 12:20	(30 min-35 min)	
	F/L 11:10 – 11:45 / 11:50 – 12:20	(35 min-30 min)	
Period 4	12:25 – 1:35	(70 min)	
	L/F 12:25 – 12:55 / 1:00 – 1:35	(30 min-35 min)	
	F/L 12:25 – 1:00 / 1:05 – 1:35	(35 min-30 min)	
Period 1	1:40 – 2:50	(70 min)	

Tuesday, 1/17/17 120-minute Keystone test period			30-minute lunch/35-minute flex
Homeroom	7:33 – 7:40	(7 min)	
Period 2	7:45 – 9:45 – Test	(120 min, no WHHS)	<i>Keystone Pd. 2 and 4 Mod 1</i>
Period 1	9:50 – 10:30	(40 min)	<i>Pd. 2 and 4 Retest Mod 2</i>
Period 3	10:35 – 11:43	(68 min)	
	L/F 10:35 – 11:05 / 11:10 – 11:43	(30 min-33 min)	
	F/L 10:35 – 11:08 / 11:13 – 11:43	(33 min-30 min)	
Period 4	11:48 – 1:48 – Test	(120 min) Snacks Allowed	
	L/F 11:48 – 12:18 / 12:23 – 1:48	(30 min-85 min)	
	F/L 11:48 – 1:13 / 1:18 – 1:48	(85 min-30 min)	
Period 5	1:53 – 2:50	(57 min)	

Wednesday, 1/18/17 120-minute Keystone/Final Exam test period			30-minute lunch/30-minute flex
Homeroom	7:33 – 7:40	(7 min)	
Period 1	7:45 – 9:45 – Test	(120 min)	<i>Final/Keystone Pd. 1 and 2 Mod 2</i>
Period 3	9:50 – 10:55	(65 min)	
	L/F 9:50 – 10:20 / 10:25 – 10:55	(30 min-30 min)	
	F/L 9:50 – 10:20 / 10:25 – 10:55	(30 min-30 min)	
Period 4	11:00 – 12:05	(65 min)	
	L/F 11:00 – 11:30 / 11:35 – 12:05	(30 min-30 min)	
	F/L 11:00 – 11:30/11:35 – 12:05	(30 min-30 min)	
Period 2	12:10 – 2:10 – Test	(120 min no WHHS)	
Period 5	2:15 – 2:50	(45 min)	

Thursday, 1/19/17 120-minute Keystone/Final Exam test period			Early Dismissal
Homeroom	7:33 – 7:40	(7 min)	
Period 5	7:45 – 9:45 – Test	(120 min)	<i>Final/ Keystone Pd. 5, 3 and 4 Mod 2</i>
Period 3/4	9:55 – 11:55 – Test	(120 min)	

*Lunch will be served from 12:00 to 12:45, students dismissed to busses at 12:45.

Friday, 1/20/17	** Early Dismissal Schedule, Final Exam & Keystone Make-Up Day **
Monday, 1/23/17	**Day 1 of Semester 2/ Final Exam & Keystone Make-Up Day **