



David Abrams, Assistant Commissioner
Standards, Assessment, and Reporting

November 2008

TO: Principals of Nonpublic Elementary and Intermediate Schools

FROM: David Abrams 

SUBJECT: Update on Answer Sheets for the Grade 4 Elementary-Level Science Test, the Grade 8 Intermediate-Level Science Test, and the Grade 8 Intermediate-Level Social Studies Test for the 2008-09 School Year

Nonpublic schools may contract with a Regional Informational Center (RIC) for answer sheets, scanning, and reporting services for the Grade 4 Elementary-Level Science Test, the Grade 8 Intermediate-Level Science Test, and the Grade 8 Intermediate-Level Social Studies Test. For nonpublic schools not contracting for these services with a RIC or large-city school district, the Department is providing answer sheet templates for the 2008-09 school year *only*. Copies of the answer sheet templates for these tests are enclosed with this memorandum. Nonpublic schools may make photocopies of the enclosed templates for use by their students. All schools must retain their students' completed answer sheets for record-keeping purposes for a minimum of one year.

In July 2008, Jean Stevens, Associate Commissioner for Instructional Support and Development, sent a memorandum to all elementary and intermediate schools entitled "Update on Reporting Elementary/Middle-Level State Assessments in Science and Social Studies in 2008-09," available on the Department's web site at:

<http://www.emsc.nysed.gov/irts/nonpublic/2008/SS-SciNonpubReportingUpdateMemo.pdf>.

To reiterate the contents of that memorandum, nonpublic schools that have not contracted with a RIC or large-city school district to report data for these tests to the Student Information Repository System (SIRS) must submit aggregated results directly to the Department using the report form posted at: <http://www.emsc.nysed.gov/irts/nonpublic/home.shtml>. **Please do not send completed answer sheets to the Department.**

Beginning with the 2009-10 school year, every school administering the Grade 5 Elementary-Level Social Studies Test, the Grade 4 Elementary-Level Science Test, the Grade 8 Intermediate-Level Science Test, or the Grade 8 Intermediate-Level Social Studies Test **must** obtain answer sheets from a RIC or a large-city school district and contract with that entity to report data to the SIRS. With the exception of the New York State English as a Second Language Achievement Test (NYSESLAT), the Department will no longer provide answer sheets or scanning services for **any** elementary- or intermediate-level tests.

All schools who have not yet requested either the tests addressed in this memorandum or the Grades 3-8 English Language Arts or Mathematics Tests may do so via the Department's online examination request system at <http://portal.nysed.gov>. Requests must be placed no later than November 20, 2008, for the English Language Arts Tests and January 14, 2009, for all other tests. Thank you.

Enclosures

c: Nonpublic School Superintendents
Jean Stevens
Alan Ray
Charles Szuberla
Tom Hogan