



#### SAFEGUARDING THE INTEGRITY OF THE TEST MATERIALS

Out of consideration for those students who are completing their examinations over multiple days as an approved testing accommodation, educators are not permitted to discuss test questions or other specific test content with others online via e-mail or LISTSERV, or through any other electronic means prior to or during the test administration and for seven calendar days after the original date of administration.

Everyone's cooperation with this rule helps to preserve the integrity of the assessments taken by these students over multiple school days, so that they can complete the examinations at a pace appropriate for them. Avoiding public discussion of specific test content over electronic media affords those students an equal opportunity to demonstrate what they know and are able to do. We believe that nearly all students who are testing with this accommodation will have completed their examinations by these dates. Please note that this instruction does not limit educators' ability or permission to discuss test questions among themselves, with their students who have fully completed the test, or with others during an in-person discussion, or to share with the Department any concern they have regarding any of the specific test content.

#### SHIPMENT OF EXAMINATION MATERIALS

Test booklets for each day of the January 2023 Regents Examination period will be shipped separately so as to arrive at schools (or approved storage locations) between 8:00 a.m. and 5:00 p.m. two school days preceding the administration of the examinations. See below for further information.

The locked boxes containing the January 2023 Regents Examinations will be delivered to your school or approved storage location by FedEx. At the 15615 (25) 70284, 0 Tel 601028002 .115 0 Td (2023)T -7.5 w

Shipments of January examinations to each school (or Department-approved storage location) will be delivered beginning on Friday, January 20, 2023, with one delivery for each day for which examinations were requested. Up to four shipments of the locked Regents boxes containing these materials will be delivered to schools or approved storage locations between 8:00 a.m. and 5:00 p.m. two school days preceding the date that the examinations are scheduled to be administered. The printed scoring materials that are being provided by the Department will be delivered on the school day before their corresponding examinations are administered.

Please be sure that someone in your school or approved storage location is available to accept the examination shipments when deliveries are expected. Should any problems occur with the delivery of examination materials, call this office immediately.

The locked Regents boxes will be secured with either two locks and a plastic crimp or one lock and two plastic crimps. Padlock keys will be mailed in one or more envelopes to the principal and should arrive before the locked Regents boxes. If padlock keys for each day of the examination period have not been received three days before the expected delivery date, please call the Test Distribution Unit at 518-474-5914.

#### CHECKING THE EXAMINATION SHIPMENT

Enclosed in each delivery is a shipping notice listing the materials included. As soon as you receive the Regents box(es), use the shipping notice and your confirmation notice to inventory the materials received. Under no circumstances may the sealed packages of secure examination materials be

opened.





examination score for this Regents Examination.

Consequently, all schools planning to administer the Regents Examination in Physical Setting/Earth Science must make arrangements for all



ONLINE SUBMISSION OF TEACHER EVALUATIONS OF EXAMINATIONS

Suggestions and feedback from teachers are an important contribution to the test development