



May 2021

TO: District Superintendents
Superintendents of Schools
Principals of Public, Religious, and Independent Schools
Leaders of Charter Schools

FROM: Clara DeSorbo [REDACTED]

SUBJECT: Spring 2021 Grade 4 Elementary-Level and Grade 8 Intermediate-Level Science Tests

achievement on a NYSESLAT administration prior to Spring 2018. Additional information through
of Former ELLs is available on the Department's website.

REPORTING ADMINISTRATION AND SCORING IRREGULARITIES AND MISCONDUCT:

The building principal is responsible for all aspects of the administration of the State tests. The principal must take appropriate measures both to prevent, as much as possible, security breaches and irregularities associated with the administration and scoring of the Elementary-Level Science Test and the Grade 8 Intermediate-Level Science Test. Principals must report the following testing irregularities and misconduct by students, or by scorers assigned by the principal, to OSA via fax or by e-mail.

- All instances of the use of cell phones or other communications devices during test sessions.
- All confirmed cases of students cheating.
- All interruptions of test sessions including power outages or fire alarms.
- All instances in which a State test is administered without Department authorization on a date outside the published statewide administration schedule.
- All instances in which scorers do not follow the scoring materials provided by the Department.
- All cases in which student test materials are lost prior to either the scoring of the tests or submission of the answers to the State or large-city scanning center.
- All instances of school officials providing students with other nonstandard test administrations, unrelated to the State test.

The report must include:

- The school's BEDS Code.
- The name and grade level of the student(s).
- A brief description of the irregularity or misconduct.
- The number of students affected.
- The New York State Student Information System (NYSSIS) ID numbers or local ID numbers of affected students.

MANDATORY REPORTING OF TESTING IRREGULARITIES AND MISCONDUCT (see PROPR11 4 (re) EMC LBody MCID 2 BDC 5 (m) 1) 801 m0087eW*hp2
