

## MIDTERM AND FINAL Q & A

### **Q: What is the test administration time period for the midterm and final exams?**

A: The tests are designed to be administered in a **90 minute time frame**. As always, accommodations must be made if called for in a student's IEP.

### **Q: Will students in eighth grade who are in a high school (HS) science course take both the state eighth grade science assessment and a final exam in the HS course?**

A: Yes. HS courses will be treated like HS courses at all grade levels. The state science test is NOT DESIGNATED as a final exam for any of the HS science courses. As stated in the task force recommendation materials, a student's program of study determines the actual number of exams they take. Also, it was noted that students who accelerate were likely to have more assessments.

IMPORTANT: the state science test data will NOT be used in the teacher's evaluation or form any part of a student's grade. The student performance data for the science teacher's evaluation will be derived from the results of the course final exam.

### **Q: Do schools have an option to administer final assessments as either computer-based or paper pencil?**

A: No. All the finals must be administered in the same manner at every school. Meaning, if the list says to administer the final as computer-based test (CBT), then everyone will do so. If the course is listed as administration via paper/pencil, every school will administer it as a paper/pencil assessment.

This is to ensure that no teacher's evaluation or student's grade is perceived as having been put at an advantage or disadvantage based on the method by which the test was administered.

### **Q: May schools and/or teachers have "ready to use" copies of the previously administered District Formative Exams (DFAs)?**

A: No. The recommendation that no DFAs would take place for the first and third nine weeks was accepted by the Superintendent. Therefore the district will not hand out any type of district developed "ready to use" assessment that could be used for a first and third quarter exam.

The district will offer assistance to schools/teachers in many forms and formats to develop formative programs. Many resources are already in the curriculum maps, and it is the intention of the curriculum department to send out sample questions every few weeks that students should be able to answer if the instructor is following the recommended pacing documented in the curriculum maps and the public Year-at-a-Glance. These questions, as well as all the other resources may be used as the schools/teachers desire.

### **Q: What are the types of assessments?**

1. **Final exam** – final exam for all courses that do not have a state EOC, FSA or third party exam; administered in the final 10 days of a course.

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2. **Midterm** - first semester exam for all yearlong courses. When available, a district common midterm will be administered. Teacher developed midterms will be administered in the absence of a district common midterm.
3. **State End of Course (EOC) exam** – state required exam for civics, algebra 1, biology, geometry, algebra 2, American history; 30% of the student grade for the course
4. **Florida Standards Assessment (FSA)** – state required assessment; no impact on student grade
5. **Third party exam** – final exam is provided by a third party; for example: Advanced International Certificate of Education (AICE), Advanced Placement (AP), International Baccalaureate (IB)

### Q: Remind me again, how does the grading work?

A: **Courses with a district common final exam** will include a midterm and final exam. For middle school courses, the midterm will count as 5% of the semester one grade and the final exam will count as 5% of the semester two grade. For high school courses, the weight will be 10%. Common district midterms will be graded using a district developed scale. Teacher designed midterms will be graded by the teacher. All final exams will be graded using a district developed scale. This category includes all courses that do not have a state EOC, FSA or third party exam.

- a. Credit will be earned each semester.
- b. Grade will be based on weighted distribution: Q1/Q2/midterm & Q3/Q4/final
- c. Final exam grade will be determined using a district scaled score (10% weight for high school courses, 5% weight for middle school courses)

**For state EOC courses**, the state mandates that the EOC weigh 30% of the overall grade. The district common midterm grade for these courses will be assigned using the district developed scale. The midterm grade will count in the 2<sup>nd</sup> quarter as a regular test grade. These courses earn full credit at the completion of the course.

- a. Full credit will be awarded at the end of the course.
- b. State EOC is the final exam and will be 30 percent of the overall grade.
- c. Midterm grade will be a regular test grade within the 2<sup>nd</sup> quarter.
- d. Any graded assessment (not cumulative) given during exam week will be counted only within the 4<sup>th</sup> quarter.

**For FSA**, the final exam will not impact the student grade. The district common midterm grade for these courses will be assigned using the district developed scale. The midterm grade will count as a regular test grade in the 2<sup>nd</sup> quarter. These courses earn a half credit for each semester.

- a. Credit will be earned each semester.
- b. Grade will be based on equal weights for each quarter: Q1/Q2 & Q3/Q4
- c. FSA test is the final exam and will not impact the grade.
- d. Midterm grade will be a regular test grade within the 2<sup>nd</sup> quarter.
- e. Any graded assessment (not cumulative) given within the exam week will be counted only within the 4<sup>th</sup> quarter.

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**For third party courses,** the third party assessment will not impact the student grade. The midterm grade will count in the 2<sup>nd</sup> quarter as a regular test grade. These courses earn a half credit for each semester.

- d. Credit will be earned each semester.
- e. Grade will be based on equal weights for each quarter: Q1/Q2 & Q3/Q4
- f. Third party test is the final exam and will not impact the grade.
- g. Midterm grade will be a regular test grade within the 2<sup>nd</sup> quarter.

For FSA, State EOC and Third party courses, there will not be an additional final exam and the graded activity given at the end of the fourth quarter will only count in the fourth quarter, and that grade should not equate to more than 5% in MS and 10% for HS courses.

### **Q: Which exam scores will be scaled and automatically loaded into the gradebook?**

A: The common district final exams will be scaled and grades automatically loaded.

State EOC scores will be scaled and grades will be automatically loaded as 30% of the total grade for the course (required by statute).

FSA, State EOC and Third party related common midterm assessments will be scored and scaled, but the grades must be teacher loaded into the second nine weeks grading.

Teacher developed midterms will be graded by the teacher and entered into the gradebook by the teacher.

### **Q: What about the need for proctors?**

A: Proctors will be required for all state assessments (FSA, EOC, etc.) and common final exams (due to the relationship to teacher evaluation). Proctors will NOT be required for common midterms or teacher developed midterms.

### **Q: What happens if courses have mixed grade level groups of students?**

A: In a high school, if the course is designated as a senior course, but there are also some underclassmen in the class, the underclassmen may take the final exam with the seniors (earlier schedule than last 10 days). For example, underclassmen taking American Government (a senior course), could take the final with the seniors.

If there are seniors in a course that is typically for underclassmen, the seniors would take a final during the senior schedule and the underclassmen later (during last 10 days of school).

### **Q: What is the degree of security that must be exercised with the various exams after they are administered?**

A: Rules and procedures for state assessments will remain as they have been in the past, and the common final exams will be treated in much the same manner – highly secured and accountable. The midterm exams, both teacher developed and common, are more formative in nature and have a lower

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threshold of security. In fact we hope the exams will be used to formatively support student learning as the results are reviewed. Specific instructions as to the distribution and collection of the various exams, where that is necessary, will be sent to schools at a later date.

### **Q: Where can we get instructions for building gradebooks?**

A: Instructions and training on building the gradebook is forthcoming from the IT team. In the meantime, teachers may input assignments and grades. Information will not be lost due to changes in the gradebook brought about by the additional training and instruction.

### **Q: Will students enrolled in PLATO courses take a final exam?**

A: Students enrolled in a PLATO course will take the exams built into the course. PLATO falls into the category of a third party provider. PLATO has an examination system that covers both the midterm and final exam.

### **Q: Will students enrolled in virtual courses take a final exam?**

A: Students enrolled in a St. Johns Virtual School (SJVS) or Florida Virtual School (FLVS) course will take the exams built into the course. The virtual school examination system covers both the midterm and final exam. As a reminder, when a state EOC course is taken via virtual school, the EOC is required and the EOC grade is factored in as 30% of the final grade.

### **Q: Will students enrolled in an on-campus dual enrollment class take a final exam.**

A: Students enrolled in an on-campus dual enrollment class will take the exams built into the course and follow the college guidelines for grading.

### **Q: Will students enrolled in a half credit course take a midterm?**

A: No. Half credit courses will only have a final exam.

We hope this helps, and we will continue this process as long as necessary. Thank you again for all your efforts, the great questions and for putting our students first!