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Alice M. Birney

K - 8 School

Edward J. Hill, Principal

Monica Eason, Assist. Principal

#  SOUTHFIELD PUBLIC SCHOOLS

March 11, 2019

Dear Southfield Families of 8th grade students:

This year all of Michigan’s 8th grade students are required to participate in the PSAT 8/9 test, which is a pre-SAT college entrance assessment. This is an introduction to high school requirements and college preparation.

Because we want to ensure our students the best possible testing environment, we are going to test our 8th graders from Birney, Thompson, and Levey at a College Board Approved off-site location:

* + Southfield A & T High School O-House—April 9, 2019

or

* + Eisenhower Elementary School—April 9 and 10, 2019

(Two day testing for some students, based on their testing needs)

We have decided to move all 8th grade students to the above locations, so they can test in an environment free from distractions of bells and activities of the other grade level students. Additionally, the A & T high school students will NOT be in O-House on April 9 because they are completing their own required state testing in other parts of the building.

Birney staff will accompany the 8th graders, who will be transported by school bus. Please sign the attached Transportation Agreement and return to your child’s school by Friday, April 22nd. Once the testing is completed, the 8th graders will be transported back to their home school to have lunch before finishing their day.

Additionally, 8th graders will take the MSTEP Social Studies and Science tests during the April 9-May 4, 2019, which will be scheduled within the building.

Students are not allowed to have any electronic devices, including cell phones or electronic watches, with them in the testing room. We urge students not to bring electronic devices to school during testing; however, if a student does have an electronic device, it must be turned in to testing staff prior to testing. **Neither staff nor the school is responsible for the electronic devices; therefore we would prefer students NOT bring electronic devices.**

TEAMWORK MAKES THE DREAM WORK!

It imperative that all students are loaded and transported to the testing site promptly, therefore we are asking that students are dropped off or carpooled to Birney by 8:30am. Due to testing regulations students cannot enter the test site late. Therefore late students will not be allowed to test or attend school for the day. **To ensure that every child has a healthy breakfast, on April 9th Birney will provide breakfast from 8:00-8:30am.**

In the days and weeks ahead, families can remember several key testing tips to help your child:

* Get a good night’s sleep the night(s) prior to testing
* Eat a good breakfast the morning(s) of testing
* Be on time for school
* Practice reading at home
* Practice MSTEP strategies at the Michigan Department of Education
* Dress comfortably and in layers in case of temperature changes
* Follow all directions of testing staff

For additional PSAT practice we encourage students to visit the following link and complete the practice questions:

<https://collegereadiness.collegeboard.org/pdf/psat-8-9-student-guide.pdf>

We are confident that our scholars will do well. Our collective goal is to provide a positive testing experience. If you have questions or concerns, please feel free to contact us.

Sincerely,

Edward Hill, Principal

Edward.hill@southfieldk12.org

Kara Shuell, Interim K-12 Test Coordinator

kara.shuell@southfield.k12.org

TEAMWORK MAKES THE DREAM WORK!

Transportation Agreement

I hereby give permission for my child to be transported to Southfield Arts & Technology High School / Eisenhower on Tuesday, April 9th and/or Wednesday, April 10th to participate in State Testing. Students will be transported back to their perspective schools after testing.

Transportation Agreement—district school bus for State Testing (Please return to your child’s teacher)

Student Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_