

Testing Windows	<ul style="list-style-type: none"> • AZSCI – Grade 11 <ul style="list-style-type: none"> ○ 3/30 - 4/1 • ACT – Grade 11 <ul style="list-style-type: none"> ○ 4/6 – 4/9 • AZM2 Writing- Grade 10 <ul style="list-style-type: none"> ○ 4/6 – 4/16 • AZM2 Reading- Grade 10 <ul style="list-style-type: none"> ○ 4/20 – 4/30 • AZM2 Math- GRADE 10 <ul style="list-style-type: none"> ○ 5/4 – 5/14
Testing Schedule per Grade	<p>Grade 10- 1 student Grade 11- 11 students</p> <ul style="list-style-type: none"> • Remote students will come on campus and test in different rooms. • Non-testing grade levels will continue normal class • Make Ups will be held in Computer Lab with Proctor
Staffing	<ul style="list-style-type: none"> • Teachers will be proctors • Administrators, non-classroom certified staff and testing coordinators will assist with proctoring
Test for each day	<ul style="list-style-type: none"> • One test Per Day • Snacks and water will be provided • Students with accommodations will test in the conference room apart
Transportation	Students will arrive by public bus or car
Plan for students who may need one on one and small group.	<ul style="list-style-type: none"> • Students who need one to one will work in the conference room. • Laptops will be provided and ready in the conference room. • Students will have the ability to eat lunch and test if necessary
Safe Proctoring	<ul style="list-style-type: none"> • Proctors will have a mask/shield on at all times and keep a safe distance from students. • Sanitizing wipes will be available for staff and students.
Handout of scratch paper, testing tickets, pencils	<ul style="list-style-type: none"> • All items will be distributed ahead of time with gloves and sanitized to the best of ability. • A student can request a new pencil that is sterile to replace the need to sharpen a pencil
Collection of test materials	<ul style="list-style-type: none"> • Proctor will ask students one by one to leave paper on desk near proctor. • All pencils, etc will be disinfected. • All material will be kept secure in counselor’s office
ACT Photo ID	<ul style="list-style-type: none"> • Student can stand 6 ft and hold out ID • Student will be verified by staff
Sign in Sign out for bathroom/drink	<ul style="list-style-type: none"> • Student will sign out and pen will be disinfected or a new disinfected pen will replace.
Student Devices	Desktops will be sanitized and laptops as well.

	Space where student sits will be sanitized by staff.
Test Administrator (Proctor) Notification/Communication	Communication through email
<ul style="list-style-type: none">• Parent Notification/Communication	<ul style="list-style-type: none">• Communication through ParentVue and phone calls