



INGDA & INGAS

Family

State Testing Guide

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School Policies

All students enrolled in public schools in the State of Indiana are required to participate in state testing (Indiana Code (IC) 20-32-5.1-7). As a student of a Stride, Inc. Indiana public school, your attendance at ALL testing events is mandatory. Parents must ensure that students participate in all required state and local testing throughout the school year. This testing includes, but is not limited to, SAT, IREAD, ILEARN etc.

Parents are responsible for transportation to and from all testing events, regardless of distance. The INGDA Testing Department makes all efforts possible to provide test site locations within 60 miles of student home addresses. In rare instances, this is not possible. This does not exempt a student from state testing requirements. Please be sure to plan accordingly.

According to Indiana Code 20-33-2 (*state law*), parents may not remove their students from school for the purpose of missing any test or assessment. This includes state-mandated testing requirements. In other words, there is no "opting out" of any state test or assessment.

(<https://iga.in.gov/laws/2023/ic/titles/20#20-32-5.1>)

Additionally, the lack of participation in required testing may place the student's continued enrollment at INGDA/INGAS at risk. A doctor's note will be needed for missed assessments. **Vacations, holidays, and/or doctor's appointments SHOULD NOT be scheduled during testing weeks.**

Students (3rd grade) who do not pass or did not take IREAD assessments may be required to attend extra tutorials and remediation sessions and must attend the Summer Retake administration of this test and/or must retest in the 4th grade.

SAT results will be available to families via the College Board portal. Students can log in to see these results. Other state assessment results will be mailed or emailed to families as they become available.

Please refer to the FAQs at the end of this document and reach out to your academic advisor if you have any additional questions.

Student and Family Expectations

Families will:

- Place all testing dates on their family calendar and will not schedule vacations, doctor appointments, etc. on testing weeks.
- Understand that students scheduled to the closest testing site to the home address on file.
- Confirm testing locations through Testing Nirvana for EACH in-person test administration (see page 9).
- Reach out to their homeroom teacher or request site changes via Testing Nirvana, if needed.
- Work with the School Testing Coordinator (STC) to schedule appropriate testing times if the site is filled to capacity and rescheduling of testing times and/or dates is needed.
- Wait outside of the testing site until student(s) have completed assessments. Space for families to wait during the test is NOT provided at test sites.
- Promptly pick up students at the end of the testing session. Please plan accordingly. Extended childcare is NOT provided.

Students will:

- Arrive on time and ready to begin their assessments on the date(s) and time(s) they have been scheduled for.
- Attend testing wearing appropriate school attire per the school rules.
- Behave appropriately. Disruptions at the test site could result in dismissal from the test site.
- NOT bring cell phones or any other electronic devices into the testing room. If a student has a personal electronic device, it should be left with a parent or in the vehicle.**

What to Expect on Testing Day

INGDA/INGAS test sites are located across the state. Some sites are very large to accommodate the growing demand for testing seats in that area, while some are small, accommodating the few students that live in the area. We assign our students to the site closest to the address we have on file. Families must keep their addresses updated in our system.

Testing sites will vary and can be located at libraries, hotels, convention centers, Education Service Centers, or colleges. Sites might be chilly or warm. It is best to dress in layers so you will be able to adjust your comfort accordingly.

Most of our sites allow students to bring a snack into the testing room. **Please tell the site coordinator if your child has extreme allergen concerns!** It is important to get plenty of sleep the night before testing and to eat a nutritious breakfast before arriving at the testing site. Your testing Site Lead will provide you with any additional details and notify you if snacks are not allowed at your test site.

Generally, check-in times for most test sites are from 8:45-9:00 am or 12:45-1:00 pm, depending on whether the student is assigned to a morning or afternoon session.

Verify your student(s)'s testing time in Testing Nirvana (see page 9 for instructions). Please do not arrive at the site earlier than the times listed in Testing Nirvana. Most sites will begin reading instructions at 9 am/1 pm, with testing starting immediately after. Students should be prepared to stay at the test site for 3 hours, depending on the test. Release of students will vary by site (released at a certain time, at the end of the test session, or as soon as the student is done.) The staff at the site will let you know what the process will be for notifying you that your student is done during the check-in process. Restroom breaks will be allowed.

Cell phones and other electronic devices are strictly prohibited. Students will be required to either:

- leave these items with their parents/at home *or*
- Allow a testing staff member to secure the device during the testing session.

Students found with electronic devices in the testing room could have their test scores invalidated. INGDA/INGAS is not responsible for any lost or stolen items. *Please leave your valuables at home.*

INGDA/INGAS students will take online versions of their appropriate state test. These tests are computer-based. Each student will be provided with a computer and any applicable resources at the test site to complete their test. Only students with documented need of an accommodation we cannot provide online per IEP or 504 plan will be provided with a paper test.

Please check the FAQs listed in Appendix A for more information.

State Assessments

ILEARN -Indiana's Learning Evaluation Assessment Readiness Network

Students in grades 3-8 and high school biology will take assessments based on the academic standards set for that grade level. ILEARN measures student achievement and growth according to Indiana Academic Standards for English/Language Arts for grades three through eight, Mathematics for grades three through eight, Science for grades four and six, and Social Studies for grade five.

Students are required to participate in the ILEARN Biology End-of-Course Assessment (ECA) upon completion of the high school biology course to fulfill a federal participation requirement. U.S. Government students will take the U.S. Naturalization exam at home.

A student may only have one test attempt for any given ILEARN assessment. There are no retest opportunities available for ILEARN assessments.

IREAD-3-The Indiana Reading Evaluation and Determination

IREAD-3 is a grade three reading assessment developed in accordance with state legislation. IREAD-3 is designed to measure foundational reading skills based on Indiana Academic Standards through grade three. INGDA has opted to offer this test to second graders. The Indiana State Board of Education set forth guidance schools must use when making decisions about grade-level promotion, instructional plans, and Good Cause Exemption eligibility for individual students. The intent is to ensure each student receives the appropriate reading remediation based on IREAD-3 test data and their individual learning needs. Students in grade two who take and pass this assessment will not take it again in grade three. Students in grade four who have not taken or passed the assessment will be assigned to take it.

WIDA English Language Proficiency Assessments

The Elementary and Secondary Education Act (ESEA), as amended by the *Every Student Succeeds Act* (ESSA), requires state education agencies to establish and implement standardized, statewide entrance and exit procedures for English Learners (EL's). In accordance with federal regulations, all states are required to:

- Identify the languages other than English present in their student population
- Assess the language proficiency of students in order to place them in the appropriate language development program
- Administer an annual assessment of English proficiency, which includes measuring an EL student's listening, speaking, reading, and writing skills in English.

WIDA provides the English language proficiency placement and annual assessments administered in Indiana. WIDA Screener assessments are used to identify and inform initial programmatic placement of ELs. WIDA ACCESS summative assessments are administered annually to determine an EL's current level of English proficiency and to monitor students' progress in learning academic English. WIDA ACCESS assessments are also used for accountability purposes.

I AM

Indiana's Alternate Measure (I AM) assesses student achievement and growth according to Indiana's Content Connectors aligned to the Indiana Academic Standards. I AM is the summative accountability assessment for students with significant cognitive disabilities in grades three through eight and high school. It assesses English/Language Arts (Grades 3-8 and 10), Mathematics (Grades 3-8 and 10), Science (Grades 4, 6, and Biology), and Social Studies (Grade 5).

PSAT – Preliminary SAT

The PSAT/NMSQT is practice for the SAT. Its sections and questions follow the same format. As with the SAT, PSAT/NMSQT takers have a chance to opt in to the [Student Search Service](#)® and receive communications directly from colleges. What makes the PSAT/NMSQT unique from the rest of the tests in the SAT Suite of Assessments is that it's the qualifying test for the [National Merit® Scholarship Program](#). Top performing students on the PSAT/NMSQT can qualify for scholarships and recognition from this prestigious award program. For more information, visit <https://blog.collegeboard.org/parents-guide-psat-nmsqt>

SAT

Indiana will use College Board's SAT to fulfill requirements pursuant to Indiana Code 20-32-5.1-7(d) for high school accountability. Students may also use scores to fulfill some high school graduation requirements. See your Guidance Counselor for more information. SAT assesses high school Mathematics, Reading, and Writing standards in grade 11. The SAT replaced the ISTEP+ assessment beginning with the 2021-2022 school year and is **mandatory**.

Please refer to the State Testing Calendar on page 8 to see which tests are taken per grade. The Testing Calendar is set by Indiana's Department of Education (IDOE) and must be strictly followed.

High School Assessment Timeline

Requirement	Assessment	Grade 9	Grade 10	Grade 11	Grade 12
Federal/State	ILEARN or I AM Biology	Required in semester/trimester that the student completes biology course or biology content connectors.*			
	I AM		Alternate assessment		
	SAT			Required	
	Naturalization Examination	Required under state law for public schools in semester/trimester that the student completes U.S. government course. Results must be shared/posted.			
Graduation	Pathway Three: Postsecondary Readiness Competency	Several available options. SAT results will fulfill this requirement for some students.**			
Optional	ILEARN U.S. Government	Optional in spring after the student completes the U.S. government course			
	PSAT/NMSQT		Optional	Optional	

*This usually occurs in grade nine. Out-of-state transfer students who have not yet taken their previous state's high school science accountability assessment must complete ILEARN Biology.

**Cohort 2022 students who are in their fifth year of high school may participate in the SAT during the same window as juniors if they require an SAT attempt to receive a GQE waiver.

<https://www.in.gov/doe/students/assessment/high-school-assessment/>

For more information about any of these assessments, visit:

<https://www.in.gov/doe/students/assessment/>

State Testing Calendar

Assessment	Grade Level(s)	Date(s)*
WIDA Screener	K-12	As Needed
PSAT	10-11	October 24, 2023
Government Naturalization (Government Students Only)	11/12	November & May (exact date determined by course instructor)
WIDA ACCESS (ELL Students only)	K-12	Jan 16, 2024
SAT	11	March 4-8, 2024
IREAD	2, 3 4 (retest only)	March 11-15, 2024
ILEARN & Biology ECA	Math & ELA 3-8 Science 4, 6 Social Studies 5	April 15- May 9, 2024
IAM	Math & ELA 3-8, 10 Science 4, 6 & Biology Social Studies 5	April 3-May 10, 2024
Summer IREAD	3	June 3-6, 2024

*Dates may be adjusted slightly due to availability and various circumstances.

These are mandatory testing dates. All students must plan to attend. Specific locations, days and times will be emailed to families. Do not plan vacations or events during these testing windows.

**Placement in AM or PM sessions is subject to change based on space availability at each site. Be sure to check assigned sessions in Testing Nirvana.

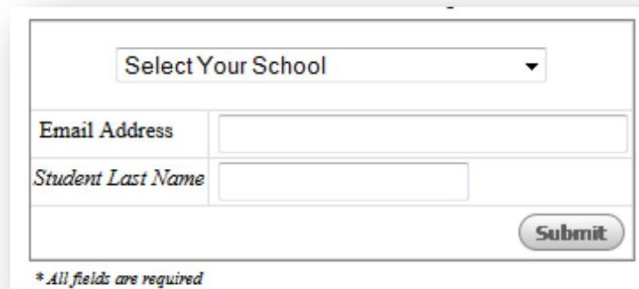
Testing Nirvana Confirmations

Testing Nirvana is utilized by our schools to manage the task of assigning students to sites for in-person testing. You must confirm your testing location and dates. Confirmations and site assignments are released approximately three -four weeks before the testing date.

You will receive an email with your site/day/time assignment. You can click the link in that email to go directly to Testing Nirvana to confirm your assignment. If you do not use the direct link, you can use the instructions below to confirm your assignment.

Use the following link: www.testingnirvana.com/login

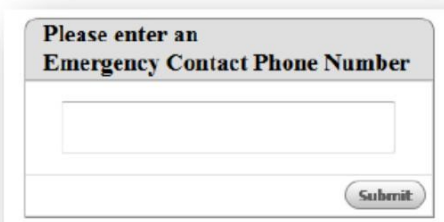
- You will then fill in all the information as shown in the example below:



The screenshot shows a web form with the following elements:

- A dropdown menu labeled "Select Your School" with a downward arrow.
- An input field labeled "Email Address".
- An input field labeled "Student Last Name".
- A "Submit" button.
- A note at the bottom: "* All fields are required".

- Select "INGDA" from the "Select your School" dropdown.
- Enter your Learning Coach email address (as it appears in the "My Account" section of the OLS).
- Enter your STUDENT's last name.
- Click "Submit"
- Select the test that you are confirming from the confirmation screen by clicking the blue arrow
- You will be prompted to enter an "Emergency Contact Number."



The screenshot shows a prompt box with the following elements:



- Text: "Please enter an Emergency Contact Phone Number"
- An input field for the phone number.
- A "Submit" button.

- Your testing assignments will appear next:

Welcome to Testing Nirvana

Here are your scheduled assignments.
Please review them and the confirm by using the edit link,
or by selecting one of the 'All' links to the right.
If you select Not Confirmed for any assignment
a school official will contact you.

2016 March TAKS Assignments for your family										PRINT
First Name	Last Name	Grade	Site	Address	Distance	Day	Time	Map	Tests	Edit
		12th Grade	DEER PARK COMFORT	1501 Center St Comfort SuitesDeer Park	6.71 miles	Tuesday: March 1st	08:30 AM to 08:30 AM		Math	Confirmed
		12th Grade	DEER PARK COMFORT	1501 Center St Comfort SuitesDeer Park	6.71 miles	Wednesday: March 2nd	08:30 AM to 08:30 AM		Science	Confirmed

CONFIRM ALL  **SET ALL TO NOT CONFIRMED** 

**NOTE: Start and stop times are for registration.
The test will begin after registration is complete**

- A list of helpful documents appears on the left under “Testing Documents.”
 - Click the confirmation status under “edit” to confirm your testing location.
 - Click the red “x” if you would like to request a different site. A list of sites will be available in the “Testing Documents” section.
- When requesting a new site, be sure to specify which site you are requesting in the comment box so the change can be reviewed and changed.

Reason	Select Value ▾
Comments	<input type="text"/>
<input type="button" value="Submit"/>	

Appendix A: Frequently Asked Questions (FAQs)

How long will the test take?

ILEARN and IREAD exams are untimed. The following are approximations and may vary by student.

ILEARN: 3 hours

ILEARN BIO: 2 hours

IREAD: 1.5-2 hours

WIDA ACCESS: 2-3 hours

PSAT and SAT are timed exams and are 2.5 hours in length.

Please allow up to an additional 30 minutes before the exams starting for the Test Administrators in your testing room to complete a final check that all electronic devices have been surrendered and to read the test directions that are required to be read before the test may begin.

What will be on the test?

Assessments are created based on the Indiana Academic standards for that grade level/subject being assessed.

Why do we have to test?

State and Federal laws require that all students attending a public school participate in state assessments.

Where will I take my test?

Site assignments are determined by geographical location and the address information we have for you on file. Typical sites are libraries, community centers, colleges, conference rooms, etc.. Approximately 3-4 weeks before the test, all students will be assigned to the site closest to their home address and confirmed this site through Testing Nirvana. Please make sure we have your correct address on file. Reach out to your homeroom teacher to make any address changes before we send out testing confirmations.

How can I change my test site?

Following the directions provided in the Testing Nirvana section of this manual will show you how to request a different testing location. We will do our best to accommodate your request. Please note you only have a few days to request a site change once Testing Nirvana is opened for confirmations. You may revisit Testing Nirvana at any time to view your site assignments.

What do the test scores mean?

Test scores can be difficult to interpret. The following web link contains detailed descriptions of what your child's scores mean:

<https://www.in.gov/doi/files/ILEARN-Cut-Scores.pdf>

Why do we need to be at the test site so early?

Most tests sites open at 8 AM or 12 PM to begin the registration process. The testing session will then begin around 9 AM or 1 PM. It is important to arrive at your site on time to be registered and seated in your testing room. Arriving earlier than 8 AM is not advised. There will be a period of waiting, depending on the size of your test site, as we cannot begin the testing session until all students are present and seated. Your patience is greatly appreciated.

May we bring snacks?

Some sites allow snacks to be brought into the testing room, while others do not. Please check Testing Nirvana and your email regularly for important updates and information from your Testing Site Lead. Do not bring any products containing peanuts to any site.

Why may I not bring in a cell phone or other electronic device?

Cell phones and other electronic devices are strictly prohibited by the State of Indiana. Such devices compromise test security and confidentiality. If a student is found with an electronic device in the testing room, their test could be invalidated and not scored. These should be left with your parents/in the vehicle/etc.

Why may I not bring in my backpack or purse?

Test security and confidentiality must be maintained at all times. Backpacks and purses could be a potential source of cheating. INGDA/INGAS will not be responsible for any items that are lost or stolen. All valuables need to be left at home. Students will not need any items. If a bag is brought to the testing room, it may be held at the front of the room by the proctors until the student completes the test. They may not have access to it during the test.

I want to pop in and check on my child during the test. Is this possible?

Parents and other unauthorized persons are not allowed in the testing room. INGDA/INGAS must abide by IDOE regulations and protect the confidentiality and security of these tests at all times. Each employee or proctor who has any contact with the tests goes through extensive training and sign oaths regarding this confidentiality. Just as a Brick & Mortar campus is 'closed' to outside

visitors on test days, so are our test sites. Parents should make plans to wait off-site for their student to complete their test.

Why are families/parents not allowed to stay at the test site while the student is testing?

You have done everything that you can to prepare your child for testing. Now is the time to let them shine! When your child enters the testing room, they work hard to put all that knowledge into the test. It can be stressful. When they take a restroom break and spot you in the hallway, their emotions often take over and their concentration can be broken. This is especially true for many of our younger students. When they see a guardian in the hallway, and although they have been fine, suddenly they want to be near that person and return home.

Many of our facilities do not have adequate space to accommodate parents and families. We also must ensure we have established a quiet testing area for our students. Additional people on site are often a distraction and violate state policies governing Test Security and Confidentiality. Please help us maintain a quiet testing area for students by making arrangements to wait elsewhere during the test.

Why can't my student leave when they are done?

For timed tests, like the PSAT and SAT, test administrators are required to give the full testing time and cannot move to the next section or end the test early. Your site will communicate the plan for dismissal when you drop your student off and sign them in.

Do I need to sign my student in and out? Why can't they come in by themselves and walk out to my car when they are done?

Student safety is our number one priority. Please walk your student into the testing facility to sign them in and provide us with emergency contact information. You will also be required to come into the testing facility to sign your child out so we can ensure the child left with the correct person and arrives home safely. Please keep in mind that you will need to pick your child up immediately after testing has been completed for the day.

What happens if the student is sick on the test day?

If a child is sick during testing, you will need to provide the school with a doctor's note. Please be sure to communicate these issues with the Testing Site Lead and/or attendance specialist that will be calling you. There could be opportunities later that week to make up the test at your site.

Why did my testing time/date change?

Due to various situations, students may receive notification that their testing time or date has changed. Several of our sites serve a large number of students. These sites will create morning and afternoon testing sessions to ensure all students are tested. Please be flexible and patient with your Testing Site Lead and block out the entire testing week on your calendars.

If we live far away, do we have to attend testing?

All students enrolled in a public school in Indiana are REQUIRED to attend testing. This manual provides you with all the dates far in advance. Please begin making your plans and arrangements now to get your student to testing for all applicable dates.

Is there any financial assistance available to get to testing?

Financial assistance is not provided for testing. Please use the dates listed in this manual to set up any arrangements you will need to make to get your student to testing.

I do not have a car. How do I get to testing?

Please use the dates listed in this manual to set up any arrangements you will need to make to get your student to testing. Potential alternatives may be available if you have no other options.

I work full time. How do I get my student to testing?

Please use the dates listed in this manual to set up any advance work-schedule arrangements you will need to make to get your student to testing.

What time do we have to be at the test site?

Most sites begin the registration process at 8 AM and begin the testing session at 9 AM. **Pay close attention to the times listed in Testing Nirvana** and to any emails you receive. Please do not enter the building more than 20 minutes prior to testing time.

Will my child be able to leave for lunch?

Lunch breaks are typically not permitted during testing as there is a 3-hour time limit to complete most assessments. Since most sites allow snacks, you may send your child with a small snack to eat. Please make sure you do not bring any items containing peanut products and that the snack is not greasy, sticky, messy, etc. Goldfish, pretzels, etc. are good choices. Snacks will not be allowed at the student's table while they are testing. They are free to take a break and eat their snack, but it does not stop the clock on their time to test.

May we wait in the lobby while my student tests?

Once a student has been registered, any persons that accompanied the child to the testing site need to depart the building.

My child suffers from anxiety. Can he/she test in a small group or alone?

Unless a child has a formal education plan stating such, we may not be able to accommodate this request due to limited space, staffing and available testing times. A list of allowable Accessibility features can be found on the IDOE website here:

<https://www.in.gov/doe/files/2023-2024-Accessibility-and-Accommodations-Information-for-Statewide-Assessments.pdf>

There are some universal features that are allowed for any student, while certain features are only provided for students who have a formal plan in place. Requests must be made 3-4 weeks prior to testing. An important note- these requests will only be granted if the student regularly uses them during instruction.

What do we do if we are late?

Please continue to make your way to the test site if you are running late. If you are contacted by the Testing Site Lead or an attendance specialist, let them know you are on your way. We need to test on the assigned day and depending on the test, a student may get started after the session has begun. The late-arriving student will have the full time to complete their assessment. Arrival time will determine whether the test can be made up that day, or if it needs to be rescheduled for another time. Please note: **PSAT & SAT testers may NOT start late.**

What do I need to bring?

All testing materials are provided, including computers. Students may bring a sweater or jacket, a snack and bottled water, unless prohibited by a specific testing site. No backpacks, cell phones, or other electronic devices may be brought into the testing room.

My student has an IEP/504 plan. How does the site know what accommodations my student has?

The Testing Department works closely with our Special Program departments to ensure all accommodations are provided during on-site testing. Testing Accommodations that are documented in IEP/504 plans will be received at the test site. If you have questions about your testing accommodations, please reach out to your student's Teacher of Record (TOR). The site may NOT provide any accommodations other than what is documented on the student's IEP/504 plan.

Appendix B: IDOE Testing Resources

*Please note- IDOE frequently updates the information that can be found by following these links. Check back often for important updates!

State Testing Calendars

<https://www.in.gov/doi/files/2023-2024-Assessment-Windows-v2.pdf>

IDOE Test Assessment Resources

<https://www.in.gov/doi/students/assessment/>

Family Flyer:

<https://www.in.gov/doi/files/ILEARN-for-Families-Flyer-English.pdf>

<https://www.in.gov/doi/files/ILEARN-for-Families-Flyer-Spanish.pdf>