



JOY HOFMEISTER  
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION  
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

## MEMORANDUM

**TO:** The Honorable Members of the State Board of Education

**FROM:** Joy Hofmeister

**DATE:** January 15, 2018

**SUBJECT:** Request approval of waiver requiring Grades 5 Computer Based Testing for Beaver Public Schools – 70 O.S. § 1210.507

Beaver Public Schools request approval of waiver requiring Grade 5 Computer Based Testing for Beaver Elementary School – 70 O.S. § 1210.507

## Grades 4 and 5 OSTP Computer-Based Testing (CBT) Expectation

### Solutions for 2019-2020

Due to a limited number of devices in addition to limited amount of school days in April, we are not able to conduct online state testing for all grades 4-8. Traditionally, we do not have school on Fridays in April in lieu of taking a weeklong Spring Break, and Easter Break falls in April which means we are not in school the Monday following Easter (April 22, 2019). Furthermore, to ensure our students are testing at their full capacity, teachers have requested that tests not be administered the day after grade school track meets which are held every Monday. In summary, in April 2019, we will have 10 days in which to test five grades which totals 12 tests. For the younger students, it is their best interest to take one section of an exam per day so this breaks out to the following:

4<sup>th</sup> Grade: 4 test days

5<sup>th</sup> Grade: 7 test days

Because of the limited number of devices we currently have in one testing room, I am able to only test one grade per day. The addition of testing more grades online places a burden on our ability to conduct all of the state testing online. This is not to mention the fact that our students have not been exposed to keyboarding skills yet in their education. Typing proficiency is an important component to adequately and confidently completing the short answer ELA responses and the writing portion of the ELA test for 5<sup>th</sup> and 8<sup>th</sup> graders. We now have to consider adding keyboarding to the curriculum as young as 3<sup>rd</sup> grade to ensure all students are proficient in typing before the state online exams. Fostering keyboarding competency is necessary for success in using a QWERTY keyboard for the writing components to eliminate student test anxiety and distractions from the test itself.

We plan to resolve the limited capacity issue next year (2019-20) by adding more school days to the month of April along with adding 20 more devices to another classroom in which online state testing can be conducted simultaneously with other grades. We also plan to administer an entire test in one day instead of dividing each test into one section/day for the 4<sup>th</sup> and 5<sup>th</sup> graders.

# Process to Request a Waiver from the Grades 4 and 5 OSTP Computer-Based Testing (CBT) Expectation: Responses Due December 7th

Email address \*

sweber@beaver.k12.ok.us

District Name \*

Beaver

School/Site Name \*

Beaver Elementary School

Accreditation Code: (County-District) \*

County (2 digits) and District (4 alpha numeric (e.g., I089))

OK04I022

**Accreditation Code: (Site) \***

Site (3 digits)

105

**Contact Name \***

Shanna Weber

**Job Title \***

District Test Coordinator

**Phone Number \***

5806253444

**Email Address \***

sweber@beaver.k12.ok.us

Please select the grade(s) \*

Grade 4 ELA/Math

Grade 5 ELA/Math/Science

Select the extenuating circumstances preventing OSTP administration via CBT. \*

1. Internet Bandwidth Constraints

2. Device Capacity Constraints

3. Construction or Physical Plant Issues

Please upload both OSTP Site Capacity Tool Results and a detailed explanation/description of the issue and a plan to address the issue(s) for future administrations.

<https://tinyurl.com/yc6zd2sc> (p.3) \*



Grades 4 and 5 OS...



Testing Calendar 2...



OSTP Site Technol...

# OSTP Site Technology Capacity Tool



**How to Use:** To help calculate your school site capacity, please enter the values for each input metric (blue boxes) in the 'Value' column in the table below. After entering the values, you will notice that the results are updated based on the values you provided.

Note: This is an approximation to provide a quantitative picture of device and bandwidth capacity.

See Exemplars on the next pages.

Metrics	Value
Total number of devices at site used for testing	45
Total average test size (in MB; this is the same for all grades and contents)	4 MB
District Bandwidth (1 Gbps = 1000 Mbps)	100 Mbps
Total number of tested students at site	112
Testing window (in weeks)	5 weeks
Number of tested grades at site	5
Tests or sessions given at site	18

## Results for above input values:

**Prerequisite:** Convert district bandwidth from Mbps (mega bits per seconds) to MBps (mega byte per seconds) to calculate measurement units

Number of students bandwith will allow

13

**Approx. number of students which can test simultaneously, based on bandwidth and number of devices.** Note: This does not take into account bandwidth used by other users (i.e. faculty and staff) during test administration.

45

Approx. total number of testing sessions

403

Approx. number test sessions per week

81

Approx. number of test sessions needed per day, testing 5 days a week

16

Approx. number of test sessions needed per day, testing 4 days a week

20

Approx. number of test sessions needed per day, testing 3 days per week

27

**Clear Form**

**Save**

# April 2019

All testing this year will be online tests except for 3<sup>rd</sup> grade and possibly 5<sup>th</sup> grade. We will test in the morning and I will get specific times to you as the dates draw closer. I just wanted to give you an idea so you can mark your calendars accordingly. Thank you—Mrs. Weber

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 GS/JH Track Boise City  Test window opens	2	3 <b>11 ACT Online</b>	4 8 Science Online	5 <b>NO SCHOOL</b>  Okeene HS track	6
7	8 11 Science 4 Math 1 Online  GS/JH Track Laverne	9 3 ELA Section 1 5 Writing Section 4 Math 2 Online	10 3 ELA Section 2 8 Writing Section	11 6 ELA Online	12 <b>NO SCHOOL</b>  Laverne HS Track	13 <b>BEAVER HIGH SCHOOL PROM</b>
14	15 GS/JH Track Turpin 4 ELA Section 1 Online  State Band Contest	16 3 Math Section 1 4 ELA Section 2 Online  State Band Contest	17 3 Math Section 2 7 ELA Online 5 Science 1 Online	18 5 Science 2 Online State Vocal Contest 6 Math Online	19 <b>NO SCHOOL</b>  Turpin HS track	20 <b>Cowchip celebration</b>
21 <i>Easter Sunday</i>	22 <b>NO SCHOOL</b>  HS Conference Track Hooker	23 GS/JH Conference Track—Hooker  <i>Testing Make-ups</i>	24 6 ELA Section 1 8 ELA Online  <i>Testing Make-ups</i>	25 6 ELA Section 1 7 Math Online	26 <b>NO SCHOOL</b>	27 HS Regional Track
28	29 5 Math 1 Online  <i>Testing Make-ups</i>	30 5 Math 2 Online  8 Math Online	1 <i>Testing Make-ups</i>	2 <b>NO SCHOOL</b>	3 <b>NO SCHOOL</b>  OAAP Test window closes May 3	4 State Track and Girls State Tennis