



THE SCHOOL DISTRICT OF
PALM BEACH COUNTY, FLORIDA

3300 FOREST HILL BLVD., C-316
WEST PALM BEACH, FL 33406-5813
Ph: 561-357-7641
www.palmbeachschools.org

ARTHUR C. JOHNSON, Ph.D.
SUPERINTENDENT


JEFFREY J. HERNANDEZ
CHIEF ACADEMIC OFFICER

January 29, 2010
Bulletin #P-13415-PA/A

Contact Person:
Cherie Boone
434-8855/PX 48855

ACTION BY:
February 9, 2010

TO: All Principals

FROM: Judith Klinek, Chief Academic Officer 

SUBJECT: FLORIDA COMPREHENSIVE ASSESSMENT TEST (FCAT) RESTRICTIONS FOR POSSESSION OF ELECTRONIC DEVICES

The Florida Department of Education (FDOE) is continuing its strict policy regarding the possession of electronic devices by students during the administration of the FCAT. Because of security breaches involving the use of electronic devices, this policy stipulates that **“Possession of any electronic device that reproduces, transmits, calculates, or records is cause for invalidation.”** Electronic devices include, but are not limited to: cell phones, MP3 players, non-FCAT calculators, pagers, electronic games, or electronic dictionaries used by English Language Learners (ELLs). “Possession” is defined as “within arm’s reach”, even if the electronic device is not visible – such as in a pocket, in or around the desk, or in a purse or backpack near the desk.

Schools must:


1. notify families and students of this policy by as many means as possible (e.g., letter, newsletter, announcement, and signage), and
2. have a plan in place on all administration days to collect any such electronic devices brought into the school so that they will be out of reach of students during testing.

The Department of Assessment has posted a sample letter to families in English, Spanish and Creole on the Assessment website at http://www.palmbeachschools.org/assessment/tc_page_fcata_spring.asp. Schools may adapt this Microsoft Word document to meet their needs and print it on school letterhead.

ACJ/AK/JK/MB/BT/CB:vf

Attachments

Reviewed: 
Ann Killets, Chief of Staff

Approved: 
Arthur C. Johnson, Ph.D., Superintendent

L:\BULLETIN\FY10\FACT ELECTRONIC DEVICE BULLETIN\ P 13415 PA A FCAT RESTRICTIONS FOR POSSESSION OF ELECTRONIC DEVICES\ELECTRONIC DEVICE BULLETIN.DOCX

(Sample letter for notifying families about the Restriction for Possessing Electronic Devices)

School Letterhead
Date

Dear Parent/Guardian:

This year the Florida Department of Education (FDOE) is continuing its strict policy regarding the possession of electronic devices by students during the administration of the Florida Comprehensive Assessment Test (FCAT). Due to concerns based on security violations involving camera phones, FDOE policy states that violation *will* result in test invalidation. If your child is found with an electronic device that reproduces, transmits, calculates, or records (e.g., a cell phone, camera, or MP3 player) in his or her pocket, at his or her desk, or within his or her reach during testing, the test *will* be invalidated. It is strongly suggested that students leave these devices home on testing days.

As always, it is my goal to keep you well informed as to how you can best support your student to maximize his or her performance on the FCAT. If you have any questions or concerns, please contact me at _____.

Sincerely,

Principal

(Sample letter for notifying families about the Restriction for Possessing Electronic Devices)

School Letterhead
Date

Chè paran:

Ane sa a, Depatman Edikasyon Eta Florid la (FDOE) ap kontinye aplike ak menm rijidite a regleman konsènan elèv ki genyen aparèy elektwonik sou yo pandan y ap pran egzamen evalyasyon jeneral Eta Florid (FCAT) la. Akòz pwoblèm ki konsène vyolasyon sekirite nan izaj aparèy elektwonik oswa ekipman anrejistreman pandan egzamen, Depatman Edikasyon Florid (FDOE) etabli yon lwa pou elèv ki posede aparèy sa yo pandan administrasyon egzamen FCAT la. Lwa FDOE sa a deklare posesyon nenpòt aparèy elektwonik ki repwodui, transmèt, kalkile, oswa anrejistre (menm si aparèy la fèmen oswa pa an izaj) ap fè yo anile egzamen an.

Si yo jwenn elèv ou a gen **nenpòt** aparèy elektwonik oswa anrejistreman, pa egzanp telefòn selilè, kamera, oswa MP3 players, nan pòch li oswa sou biwo li, nan bous li oswa nan valiz lekòl li, tache nan senti l oswa nan rad li, oswa kote li kab lonje men pran li pandan egzamen an, tès FCAT la **ap** anile. Li rekòmande pou elèv yo kite aparèy sa yo lakay yo pandan tout jou egzamen yo.

Kòm toujou, se objektif mwen pou m enfòme w byen sou pi meyè fason ou kab sipòte elèv ou a bay pi bon randman nan FCAT la. Si w gen kesyon oswa pwoblèm, rele m nan _____.

Sensèman,

Direktè/tris

(Sample letter for notifying families about the Restriction for Possessing Electronic Devices)

School Letterhead
Date

Estimada familia:

Este año, debido a las preocupaciones relacionadas con las infracciones de seguridad en cuanto al uso de dispositivos electrónicos o de grabación durante los exámenes, el Departamento de Educación de la Florida (*Florida Department of Education, FDOE*) *continuará* la norma establecida para los estudiantes en relación con la posesión de tales dispositivos durante la administración del Examen de Evaluación Integral de la Florida (*FCAT*). Esta norma del Departamento de Educación de la Florida estableció que la posesión de cualquier dispositivo electrónico que reproduzca, transmita, calcule o grave (aunque el dispositivo esté apagado o no sea utilizado), traerá como consecuencia la anulación del examen.

Si durante el Examen de Evaluación Integral de la Florida, a su hijo(a) se le encuentra **cualquier** dispositivo electrónico o de grabación tales como teléfonos celulares, cámaras o reproductores *MP3* en el escritorio, bolsillo, cartera o mochila o adherido al cinturón, vestimenta o al alcance de su mano se le **anulará** el examen. Recomendamos enfáticamente a los estudiantes que dejen en casa dichos dispositivos durante todos los días de exámenes.

Como siempre, es mi objetivo mantenerlos bien informados sobre la mejor manera de apoyar a sus estudiantes para que obtengan el máximo rendimiento en las pruebas del Examen de Evaluación Integral de la Florida. Si tienen preguntas o inquietudes, por favor llámenme al _____.

Atentamente,

Director